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1999

ANNUAL REPORTS

OF THE TOWN OF

LITCHFIELD

New Hampshire

1999

EMERGENCY TELEPHONE NUMBERS

Ambulance _____	911
Fire _____	911
Police _____	911

BUSINESS TELEPHONE NUMBERS

Selectmen's Office _____	424-4046
Town Clerk & Tax Collector _____	424-4045
Police Chief _____	424-4047
Building Inspector _____	424-4592
Health Officer _____	424-4592
Library _____	424-4044
Planning Board _____	424-2131
Animal Control _____	424-4047
Road Agent _____	424-4592

—OFFICE HOURS—

Selectmen's Office _____	Town Hall
8:00 a.m. to 4:00 p.m. Monday through Friday	

Town Clerk & Tax Collector _____	Town Hall
Every Weekday, 8:00 a.m. to 3:00 p.m.	
Every Monday Evening 6:30 to 8:00 p.m.	
Last Saturday of month: 10:00 a.m. to 12 Noon	
Closed Holiday Weekends	

Building Department _____	Town Hall
Weekdays 8:00 a.m. to 4:00 p.m.	
Monday Evenings 7:00 to 9:00 p.m.	

Library Hours:

Monday: 10-8; Tuesday: 2-8; Wednesday: 10-8;
Thursday: 2-8; Friday: 2-6; Saturday: 10-2

No Saturday hours during the months of July and August. Closed Holidays

Incinerator Facility Hours:

Sunday: 9:00 a.m. to Noon – Brush & Landfill Items Only
Wednesday: 3:00 p.m. to 7:00 p.m.; Saturday: 7:00 a.m. to 4:00 p.m.
Thursday: 7:00 a.m. to Noon; Friday: 4:00 p.m. to 8:00 p.m.

—PUBLIC MEETINGS—

Selectmen _____ Town Hall the 1st, 2nd, 3rd, and 4th Monday evenings at 6:00 p.m. during the months of September-May; and the 2nd and 4th Monday evenings during the months of June-August.

Planning Board _____	Town Hall
1st Tuesday of the month at 7:30 p.m.	

Zoning Board of Adjustment _____	Town Hall
2nd Wednesday of the month at 7:00 p.m.	

Library Trustees _____	Library
1st Monday of the month at 7:30 p.m.	

Conservation Commission _____	Town Hall
1st Thursday of the month at 7:30 p.m.	

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1999

**Annual Reports
OF THE TOWN OF
LITCHFIELD
NEW HAMPSHIRE**

YEAR ENDING DECEMBER 31, 1999

ALSO

ANNUAL REPORTS OF THE SCHOOL DISTRICT

YEAR ENDING JUNE 30, 1999

Printed by
Accurate Printing, Inc.
Nashua, N.H.

In Memoriam



CARL A. PETERSON

October 30, 1915 - September 3, 1999

BOARD OF SELECTMEN

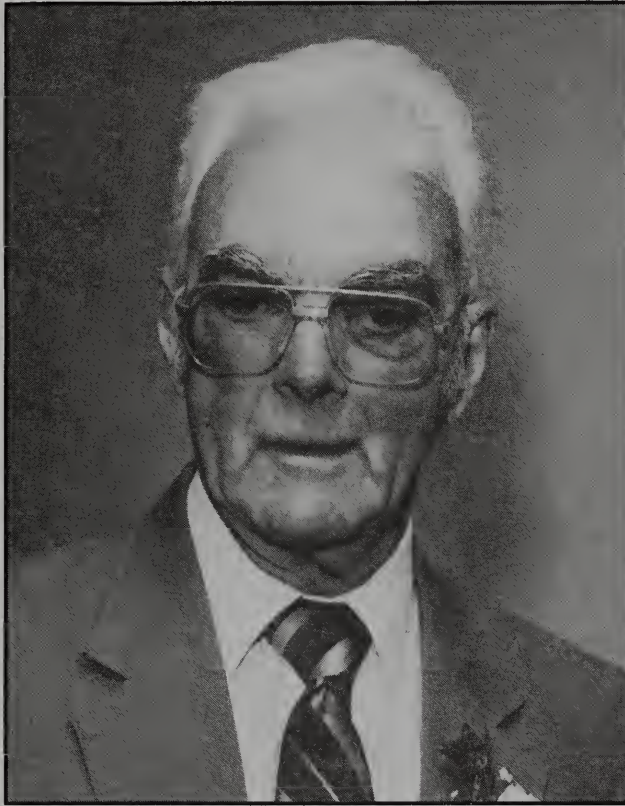
TOWN MODERATOR

PLANNING BOARD

ZONING BOARD OF ADJUSTMENT

**CLERK OF THE NEW HAMPSHIRE
HOUSE OF REPRESENTATIVES**

In Memoriam



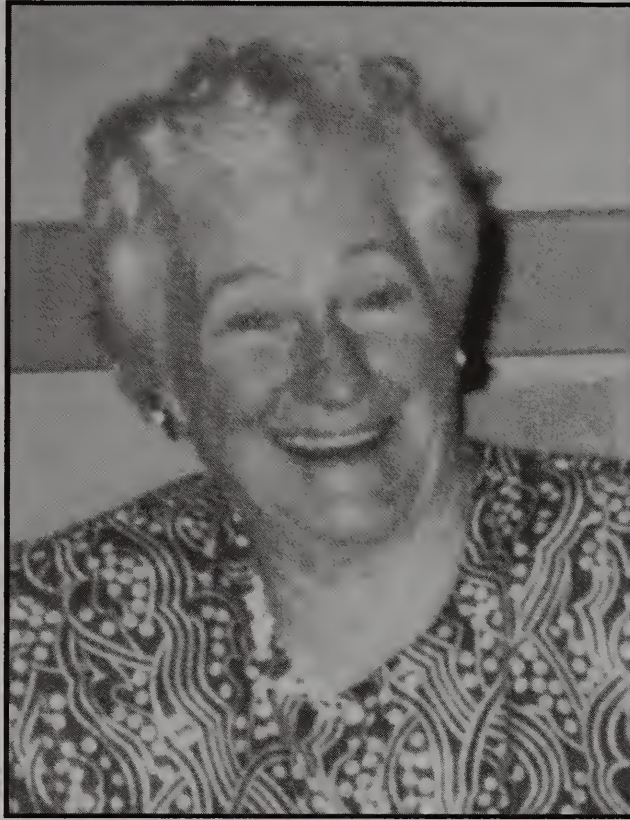
THOMAS H. MOODY

May 12, 1930 - October 29, 1999

BUDGET COMMITTEE

RECREATION COMMITTEE

In Memoriam



OLIVE H. (HASKINS) CAMPBELL
October 21, 1917 - November 2, 1999

LIBRARY TRUSTEE

ZONING BOARD OF ADJUSTMENT

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TOWN OFFICERS, 1999

Office:	Office Holder a/o 12/31/99	Term Expires
Selectmen:	Thomas W. Levesque, Sr., chairman	2002
	John R. Devereaux	2000
	M. Patricia Jewett	2002
	John G. Lazzaro	2001
	John Pinciaro	2001
Administrative Assistant:	Cecile Durocher	
Budget Committee:	William Spencer, chairman	2001
	Ralph Boehm	2002
	John Devereaux, Selectmen Rep.	
	Sue Ann Johnson	2001
	David P. Michaud	2000
	Donna Straight, School Board Rep.	
	Timothy Wade	2002
Checklist Supervisors:	Cecil A. Williams	2000
	Robert Redding, chairman	2003
	Andrea Hamilton	2000
Code Enforcement Officer:	Christine Lepine	2002
	Roland E. Bergeron	tenure
Asst. Code Enforce. Officer:	Thomas J. Malley	2000
Conservation Commission:	Joan McKibben, chairman	2002
	John Devereaux, Selectmen Rep.	
	Francis Drouin	2000
	Raymond C. Peeples, Jr.	2000
	Marjorie Z. Pitcher	2001
	Douglas Rogers, alternate	2000
Fire Chief:	Torene Tango-Lowy	2001
	Brent Lemire	2000
Health Officer:	Roland E. Bergeron	tenure
Library Trustees:	Steven Calawa, chairman	2002
	Zendelle Bouchard	2001 resigned
	Pamela Boutselis	2002
	Candace M. Hale	2002
	Carolyn Leary Lambert	2001
	Quentin J. Lewis	2001
	Charles Munion	2000
Moderator:	Philip M. Reed	2000

Parks & Recreation Comm.:	Nancy B. W. Lewis, co-chairman	2000
	Richard T. Rafferty, Jr., co-chairman	2000
	John Boutselis	2002
	John Lazzaro, Selectmen Rep.	
	Lawrence A. Levesque	2002 resigned
	Horace W. Seymour III	2001
Planning Board:	Frank A. Byron, chairman	2001
	Stephen Beauregard, alternate	2001
	Mary Anne Geist	2002
	Joel Kapelson	2001
	Thomas Levesque, Selectmen Rep.	
	Harry Menzigian	2000
	Raymond C. Peebles, alternate	2000
	Andrew A. Prolman	2000
	Gabriel V. Santos, alternate	2002 resigned
	Richard Tango-Lowy	2002
	Heather Tibbitts	2000 resigned
Police Chief:	Thomas F. Iverson, Jr.	tenure
Road Agent:	Roland E. Bergeron	2000
So. NH Reg. Plann. Comm.:	Richard J. L. Quinn	2001
Town Clerk/Tax Collector:	Diane L. Jerry	2002
Deputy Town Clerk/		
Tax Collector:	Patricia A. Gibeault	2002
Sub Register:	Fire Chief Brent Lemire	2002
Treasurer:	Marion Cason	2002
Trustees, Town Trust Funds:	Sheryl Hartling	2001
	Susan M. Rafferty	2000
	Joseph Stapleton	2002
Zoning Board of Adjustment:	Gregory Lepine, chairman	2002
	John J. Burke	2000 resigned
	Jon T. Ciemiewicz	2001 resigned
	Carl V. Erickson, II	2001
	Kevin A. Lynch, alternate	2000
	Cecil A. Williams, alternate	2001

TOWN WARRANT

TOWN OF LITCHFIELD

The State of New Hampshire

To the inhabitants of the Town of Litchfield in the County of Hillsborough in said State, qualified to vote on Town affairs:

You are hereby notified that the first session of the annual meeting of the Town of Litchfield will be held at the Litchfield Middle School, McElwain Drive, in said Litchfield on Saturday, February 5, 2000 at 7:00 o'clock in the evening for explanation, discussion and debate of each warrant article. Warrant Articles may be amended at this session per RSA 40:13, IV, except for Warrant Article 2, the wording of which is prescribed by law and cannot be amended per RSA 40:13 (IV) (a).

You are hereby notified that the second session of the annual meeting of the Town of Litchfield will be held at the Litchfield Middle School, McElwain Drive, in said Litchfield on Tuesday, March 14, 2000, at 7:00 o'clock in the fore noon for the choice of Town Officers elected by official ballot to vote on questions required by law to be inserted on the official ballot and to vote on all Warrant Articles from the first session on official ballot per RSA 40:13, VII. The polls for the election of Town Officers and other action required to be inserted on said ballot will open on said date at 7:00 o'clock in the fore noon and will not close earlier than 7:00 o'clock in the evening.

1. To elect by ballot the following Town Officers:

One Selectman - three-year term; one Road Agent - one-year term; one Fire Chief - one-year term; one Trustee of Town Trust Funds - three-year term; one Library Trustee - three-year term; one Library Trustee - one-year term; one Checklist Supervisor - six-year term; and one Moderator - two-year term.

2. To vote by ballot on the following amendments to the Town Zoning Ordinances:

1. Are you in favor of the adoption of Zoning Ordinance Amendment No. 1 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Amend the zoning ordinance by adopting a new **GROWTH MANAGEMENT** Ordinance proposed as Section 2100.00. The purpose of this section is to moderate the rapid rate of Litchfield's residential growth by instituting a maximum growth rate on new residential construction. A sustainable rate of development is determined based on the average percentage increase in building permits issued in the five adjacent municipalities. Instituting a maximum annual rate of residential growth allows Litchfield to grow at a rate similar to the adjoining region, while also enabling Litchfield time to plan for capital facilities expansions and provide for orderly development. This ordinance does not apply to non-residential building or to the expansion, alteration, renova-

tion or replacement of existing dwelling units. All existing lots of record as of November 17, 1999 are exempt from this provision. To receive a residential building permit an applicant is required to possess a Building Certificate from the Planning Board for each approved dwelling unit. *This proposed amendment has been approved by the Planning Board.*

YES ☐

NO ☐

2. Are you in favor of the adoption of Zoning Ordinance Amendment No. 2 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Amend zoning ordinance definition Section 200.2 *Adult Sexually Oriented Business* to clearly specify what uses are subject to the ordinance. Modifying the definition will: 1.) Define principal and incidental adult uses; 2.) Clarify that the ordinance applies to the sale of goods and services; and 3) Expand the list of specific business types subject to the ordinance by including adult cabaret. Changing the definition will regulate properties consistent with the purpose and intent of the ordinance and provide for its reasonable use and enforceability. *This proposed amendment has been approved by the Planning Board.*

YES ☐

NO ☐

3. Are you in favor of the adoption of Zoning Ordinance Amendment No. 3 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Amend zoning ordinance Section 1000.00 *COMMERCIAL INDUSTRIAL SERVICE ZONING DISTRICT* to divide the existing zone into two separate districts: 1) a Northern Commercial Industrial Service District, and 2) a Southern Commercial Industrial Service District. Typographical corrections are also provided to clarify whether textual references in the ordinance now relate to either the new 'Northern Commercial Industrial Service District' or a new 'Southern Commercial Industrial Service District'. This is one part of a proposal to move the Adult Sexually Oriented Business Special Exception from the Highway Commercial District (Route 102) into a new Northern Commercial Industrial Service District. Besides the above Special Exception, no other changes are proposed in Permitted Uses, Lot requirements or Special Exceptions. *This proposed amendment has been approved by the Planning Board.*

YES ☐

NO ☐

4. Are you in favor of the adoption of Zoning Ordinance Amendment No. 4 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Contingent upon an affirmative vote to adopt #3 above, amend zoning ordinance *Section 603.00 Special Exceptions*, d. Adult Sexually Oriented Businesses to eliminate this Special Exception in the Highway Commercial 102 District and instead allow Adult Sexually Oriented Businesses by Special Exception in the new Northern Commercial Industrial Service District. Also amend the Special Exception by: 1.) Increasing Setbacks an additional 250 feet to be more restrictive than the Commercial 102 District; 2.) Eliminating a reference to a

fifteen (15) percent threshold consistent with amending the Adult Sexually Oriented Businesses definition; and 3.) Adding a provision that such uses are subject to all other state and local permitting requirements. *This proposed amendment has been approved by the Planning Board.*

YES ☐

NO ☐

5. Are you in favor of the adoption of Zoning Ordinance Amendment No. 5 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Amend Section 1300.03 Findings of the Public Capital Facilities Impact Fees Ordinance and 1400.03 Findings of the Public School Facilities Impact Fees to enable the Planning Board to modify its methodology in order to account for changing circumstances and to simplify the process of setting impact fees. Any such alterations shall be based on a written report outlining changes that is voted upon by the Planning Board and Board of Selectmen prior to implementation. Currently, impact fee schedule calculations are tied to studies performed in the early 1990s. The change allows the Board to perform contemporary studies and alter the method of calculating impact fees in accordance with current planning techniques and more up to date demographic information, such as recent population estimates, housing estimates, average square feet per dwelling unit and average number of school children per dwelling unit. *This proposed amendment has been approved by the Planning Board.*

YES ☐

NO ☐

6. Are you in favor of the adoption of Zoning Ordinance Amendment No. 6 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Amend Section 1301.1 Computation of the Public Capital Facilities Impact Fees and 1401.01 Computation of Public School Facilities Impact Fees to eliminate the 15% discount applied to the maximum justifiable fee. The changes are intended to eliminate a double credit that reduces the effectiveness of the impact fee system to collect appropriate levels of fees from each unit of new development. *This proposed amendment has been approved by the Planning Board.*

YES ☐

NO ☐

7. Are you in favor of the adoption of Zoning Ordinance Amendment No. 7 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Amend Section 1303.00.c. **Use of Funds** in the Public Capital Facilities Impact Fees and 1403.00.c. **Use of Funds** in the Public School Facilities Impact Fee to provide for routine rather than annual updates to the Town's Capital Improvement Program (CIP). The Planning Board finds that annual updates to the Capital Improvement Program are unnecessary; thus, this change would enable document updates every other year instead. *This proposed amendment has been approved by the Planning Board.*

YES ☐

NO ☐

3. To see if the Town will vote to raise and appropriate the sum of \$826,000.00 to construct 2100 feet of Albuquerque Avenue (North End Section) from April Drive to Charles Bancroft Highway and to reconstruct 1,800 feet of Charles Bancroft Highway and to authorize a set-off of \$413,000.00 from a contribution from Continental Paving, Inc. against this appropriation, and to further authorize the issuance of \$313,000.00 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33), and to authorize the Board of Selectmen to issue and negotiate such bonds or notes not to exceed 5 years, and to determine the rate of interest thereon and to further authorize the use/transfer of \$100,000.00 of the December 31, 1999 fund balance for this purpose. This will be a non-lapsing account per RSA 32:3, VI and will not lapse until the work is completed or in two years whichever shall occur first. (3/5 Ballot vote required). The Selectmen and the Budget Committee recommend this appropriation.

4. To see if the Town will vote to raise and appropriate the sum of \$560,000.00 to construct 3,500 feet of Albuquerque Avenue (Center Section) from Meadowbrook Lane to Hillcrest Road, to construct approximately 500 feet of Liberty Way from Albuquerque Avenue and to authorize the issuance of \$480,000.00 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33), and to authorize the Board of Selectmen to issue and negotiate such bonds or notes not to exceed 5 years, and to determine the rate of interest thereon, and to further authorize the withdrawal of \$80,000.00 from the road impact fees and the Hillcrest Road offset fees. This will be a non-lapsing account per RSA 32:3, VI and will not lapse until the work is completed or in two years whichever shall occur first. (3/5 Ballot Vote required.) The Selectmen and the Budget Committee recommend this appropriation.

5. Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purpose set forth therein, totaling \$2,333,463.00. Should this article be defeated, the operating budget shall be \$2,251,328.00, which is the same as last year, with certain adjustments required by previous action of the Town or by law or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

NOTE: This warrant article (operating budget) does not include special warrant articles or individual articles.

6. To see if the Town will vote to raise and appropriate the sum of \$7,020.00 to be deposited in the Farmland Capital Reserve Fund previously established. Said fund is for the purpose of purchasing farmland or development rights. (Note: The amount appropriated herein is funded from taxes but is equivalent to the unappropriated balance of the land use change tax revenue received during the prior fiscal year and which will be recognized as general fund revenue for the current fiscal year.)” The Selectmen and the Budget Committee recommend this appropriation.

7. To see if the Town will vote to authorize the use/transfer of \$50,000.00 from the December 31, 1999 fund balance for deposit into the Farmland Capital Reserve Fund. The Selectmen and the Budget Committee recommend this appropriation.
8. To see if the Town will vote to raise and appropriate the sum of \$47,000.00 for Phase 1 of a three-year town wide revaluation plan. The entire cost of the revaluation assessment over the 3 year phasing will be \$137,500. The Selectmen recommend this appropriation. The Budget Committee does not recommend this appropriation.
9. To see if the Town will vote to raise and appropriate the sum of \$10,000.00 for deposit into the Conservation and Land Acquisition Fund. Said funds may be used to purchase land, conservation or trail easements, or purchase of development rights. The Selectmen and Budget Committee recommend this appropriation.
10. To see if the Town will vote to raise and appropriate the sum of \$50,000.00 to purchase and install a 100 KW emergency generator and transfer switch to service the town hall/police station. The Selectmen recommend this appropriation. The Budget Committee does not recommend this appropriation.
11. To see if the Town will vote to establish a Fire Facilities Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of constructing fire facilities and their improvements and to further authorize the use/transfer of \$25,000.00 of the December 31, 1999 fund balance (unencumbered budget surplus) to be placed in this fund, and to designate the Board of Selectmen as agents to expend or to act on anything relative thereto. The Selectmen and the Budget Committee recommend this appropriation.
12. To see if the Town will vote to hire a part-time Dispatcher effective June 5, 2000 at an annual salary and related costs of \$10,211.00, and to further vote to raise and appropriate the sum of \$6,313.00 for wages and related costs for the period of June 5, 2000 to December 31, 2000. The Selectmen recommend this appropriation. The Budget Committee does not recommend this appropriation.
13. To see if the Town will vote to create the position of School Resource Officer. Funding for the first three years of salaries, benefits and training to be reimbursed in full by a Federal Grant amounting to \$125,000.00 for the three years. This year's grant funding will be \$41,600.00. The Selectmen and the Budget Committee recommend this appropriation.
14. To see if the Town will vote to hire a Town Planner/Economic Development Planner effective August 1, 2000 at an annual salary and related costs of \$71,500.00, and to further vote to raise and appropriate the sum of \$33,542.00 for wages and related costs for the period of August 1, 2000 to December 31, 2000. The Selectmen recommend this appropriation and the Budget Committee does not recommend this appropriation.

15. To see if the Town will vote to hire a part-time Parks and Recreation Director effective May 1, 2000 at an annual salary and related costs of \$14,000.00, and to further vote to raise and appropriate the sum of \$11,453.00 for wages and related costs for the period of May 1, 2000 to December 31, 2000. The Selectmen and the Budget Committee recommend this appropriation.

16. To see if the Town will vote to authorize the establishment of a recreation revolving fund pursuant to RSA 35-B:2,II. The money in the fund shall be allowed to accumulate from year to year, using but not limited to park and recreation revenue from fees and charges, and shall not be considered part of the Town's general surplus. The treasurer of the town shall have the custody of all monies in the fund, and shall pay out the same only upon order of the recreation committee. Such funds shall be expended only for the purposes authorized by RSA 35-B and no expenditure shall be made in such a way as to require the expenditure of, or create a liability upon, other town funds which have not been appropriated to that purpose.

17. To see if the Town will vote to decrease effective on March 14, 2001 the number of Trustees of the Aaron Cutler Memorial Library from seven (7) to five (5), in accordance with RSA 202-a:6, and that such trustees shall serve staggered 3-year terms or until their successors are elected and qualified.

18. To see if the Town will vote pursuant to RSA 154:1,IV to change the organization of its Fire Department from a Fire Chief elected by the local legislative body, with firefighters appointed by the Fire Chief, to a Fire Chief appointed by the Board of Selectmen with Firefighters appointed by the Fire Chief, effective March 14, 2001. The Board of Selectmen shall appoint the Fire Chief for a definite term of one (1) year and the person so selected shall be technically qualified by training or experience and shall have the ability to command Firefighters and hold their respect and confidence. That the Board of Selectmen shall further be authorized to adopt such written formal policies in accordance with the provisions of RSA 154.

19. To see if the Town will vote to send the following resolution to the New Hampshire General Court: Resolved, New Hampshire's natural, cultural and historic resources in this Town and throughout the State are worthy of protection and, therefore, the State of New Hampshire should establish and fund a permanent public/private partnership for the voluntary conservation of these important resources.

20. To see if the Town will vote to authorize the establishment of a Litchfield Recreation Commission pursuant to RSA 35-B:3, B:4, and B:5. The Recreation Commission will ultimately be responsible for all Park and Recreational activities in Litchfield shifting these responsibilities from the Board of Selectmen and their Recreation Committee. The Commission will consist of up to 12 members, all of which must be citizens of the town of Litchfield. Current members of the Recreation Committee will automatically be appointed for three-year terms. All other members will be nominated by the commission and appointed by the Board of Selectmen in staggered three year terms (as defined in RSA 35-B:4).

The Recreation Commission shall have the authority to acquire and hold property, contract services, charge fees for use of its facilities and programs, make and enforce rules, contract for joint operation of recreation programs, and manage property under RSA34-B:d and B:4. The Recreation Commission shall have the authority to hire recreational professions e.g. the Recreation Director and to delegate responsibilities to these professionals as written in RSA35-B:5. By Petition.

Given under our hands and seal, this 24th day of January, in the year of our Lord two thousand.

Litchfield Board of Selectmen

Thomas W. Levesque, Sr., Chrm.
John R. Devereaux
M. Patricia Jewett
John E. Pinciario
John G. Lazzaro

A true copy of Warrant — Attest:
Litchfield Board of Selectmen

Thomas W. Levesque, Sr., Chrm.
John R. Devereaux
M. Patricia Jewett
John E. Pinciario
John G. Lazzaro

**TOWN OF LITCHFIELD
DELIBERATIVE SESSION PORTION OF ANNUAL MEETING
SATURDAY, FEBRUARY 5, 2000**

Time, Place: Meeting called to order at 7:16 p.m. in the gymnasium of Litchfield Middle School.

Present: Philip M. Reed, Moderator, presiding; Selectmen Thomas Levesque, chairman; John Devereaux (who is also Selectmen rep. to the Budget Committee); M. Patricia Jewett and John Pinciario; Administrative Assistant Cecile Durocher; Town Counsel Robert Bossie and Heather Burns; Budget Committee members William Spencer, chairman; Ralph Boehm, SueAnn Johnson, David Michaud, Donna Straight (School Board representative), Timothy Wade, and Cecil Williams; approximately 100 voters and guests. Ballot Clerks on duty were Kathleen Algeo, Joan McKibben, Bertha Mieczkowski, and Torene Tango-Lowy.

Fire chief Brent Lemire led the assembly in the Pledge of Allegiance to the Flag, following which the assembly observed a moment of silence in honor of recently deceased community members Tom Moody, Olive Campbell, and Sophia Adams. Each of them had been active in Town affairs, and will be missed. Honor was also paid to the memory of Police chief Thomas Iverson's mother, who had died that week at her home in Reno, Nevada.

Moderator Reed announced that refreshments would be sold by Litchfield teenager Brendan Stapleton, who was 1 of 35 NH youngsters selected for a "*People to People* ambassadorship tour" to various European countries. Proceeds of the sale were to help offset the cost of his 21-day trip.

The Moderator then explained the procedure and rules of order under which the meeting would be conducted. He said Selectmen had assured him that a sample ballot would be sent to every home prior to the March 14 voting day. On a voice vote, citizens agreed to allow non-voters to address the assembly.

Planning Board Chairman Frank Byron was recognized to explain the first of 7 proposed Zoning Ordinance Amendments. The Moderator noted that, by Law, the proposals can't be amended prior to appearing on the ballot. All zoning Proposals are sub-numbered 1 through 7, under the umbrella of Article 2.

Proposed Amendment #1

Are you in favor of the adoption of Zoning Amendment #1 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Amend the zoning ordinance by adopting a new Growth Management Ordinance proposed as Section 2100.00. The purpose of this section is to moderate the rapid rate of Litchfield's residential growth by instituting a maximum growth rate on new residential construction. A sustainable rate of development is determined based on the average percentage increase in building permits issued in the five adjacent municipalities. Instituting a maximum annual rate of residential growth allows

Litchfield to grow at a rate similar to the adjoining region, while also enabling Litchfield time to plan for capital facilities expansions and provide for orderly development. This ordinance does not apply to non-residential building or to the expansion, alteration, renovation or replacement of existing dwelling units. All existing lots of record as of November 17, 1999 are exempt from this provision. To receive a residential building permit an applicant is required to possess a Building Certificate from the Planning Board for each approved dwelling unit. This proposed amendment has been approved by the Planning Board.

Frank noted that Litchfield's residential growth was 24.1% between 1990 and 1998. Griffin Memorial School is at 100% of capacity and Litchfield Middle School is at 98%. Though surrounding communities also experienced rapid growth through this period, none of their percentages were as high as Litchfield's; this proposal aims to bring our local expansion in line with that of our neighbors. The Ordinance, if it passes, will expire in 2005 unless it's reenacted.

Bob Desmarais asked about potential legal problems. He pointed out that we had a Growth Management Ordinance once before.

Frank said this proposal has been examined by legal counsel, who expects that it would survive a Court challenge. Our old ordinance, he said, was rescinded because it was not working for us as hoped. The Town of Wilton has since adopted it.

Planning Board member Andrew Prolman was recognized to speak to Proposals #2, 3, and 4.

2. Are you in favor of the adoption of Zoning Ordinance Amendment No. 2 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Amend Zoning Ordinance definition Section 200.02 Adult Sexually Oriented Business to clearly specify what uses are subject to the Ordinance. Modifying the definition will: 1.) Define principal and incidental adult uses; 2.) Clarify that the Ordinance applies to the sale of goods and services; and 3.) Expand the list of specific business types subject to the Ordinance by including adult cabaret. Changing the definition will regulate properties consistent with the purpose and intent of the Ordinance and provide for its reasonable use and enforceability. This proposed amendment has been approved by the Planning Board.

Andy explained that Articles 2, 3, and 4 are related. The intention is to move the potential location of such businesses from Route 102, where the existing Ordinance would allow them, to the Northern Commercial/Industrial Zone, where they would be more remote and less visible, and children would not have to pass by them as they travel back and forth to school and daycare.

3. Are you in favor of the adoption of Zoning Ordinance Amendment No. 3 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Amend Zoning Ordinance Section 1000.00 COMMERCIAL INDUSTRIAL SERVICE ZONING DISTRICT to divide the existing zone into two separate districts: 1.) a Northern Commercial Industrial Service District, and 2.) a Southern

Commercial Industrial Service District. Typographical corrections are also provided to clarify whether textual references in the Ordinance now relate to either the new “Northern Commercial Industrial Service District” or a new “Southern Commercial Industrial Service District.” This is one part of a proposal to move the Adult Sexually Oriented Business Special Exception from the Highway Commercial District (Route 102) into a new Northern Commercial Industrial Service District. Besides the above Special Exception, no other changes are proposed in Permitted Uses, Lot Requirements, or Special Exceptions. This proposed amendment has been approved by the Planning Board.

Bill Spencer asked whether the proposed location is near the new Saint Francis Church and School. Andy said that it was not.

4. Are you in favor of the adoption of Zoning Ordinance Amendment No. 4 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Contingent upon an affirmative vote to adopt #3, above, amend Zoning Ordinance Section 603.00 Special Exceptions, d. Adult Sexually Oriented Businesses to eliminate this Special Exception in the Highway Commercial 102 District and instead allow Adult Sexually Oriented Businesses by Special Exception in the new Northern Commercial Industrial Service District. Also amend the Special Exception by: 1.) Increasing setbacks an additional 250 feet to be more restrictive than the Commercial 102 District 2.) Eliminating a reference to a fifteen (15) per cent threshold consistent with amending the Adult Sexually Oriented Businesses definition and 3.) Adding a provision that such uses are subject to all other State and Local permitting requirements. This proposed amendment has been approved by the Planning Board.

There were no questions from the floor.

Frank Byron was recognized to discuss Proposal No. 5.

5. Are you in favor of the adoption of Zoning Ordinance Amendment No. 5 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Amend Section 1300.3 Findings of the Public Capital Facilities Impact Fees Ordinance and 1400.3 Findings of the Public School Facilities Impact Fees to enable the Planning Board to modify its methodology in order to account for changing circumstances and to simplify the process of setting impact fees. Any such alterations shall be based on a written report outlining changes that are voted upon by the Planning Board and Board of Selectmen prior to implementation. Currently, impact fee calculations are tied to studies performed in the early 1990s. The change allows the Board to perform contemporary studies and alter the method of calculating impact fees in accordance with current planning techniques and more up-to-date demographic information, such as recent population estimates, housing estimates, average square feet per dwelling unit and average number of school children per dwelling unit. This proposed amendment has been approved by the Planning Board.

Frank explained that proposals 5, 6, and 7 are intended to allow the Town to collect Impact Fees that are more in line with the fees being collected in surrounding communities. Vice-Chairman Richard Tango-Lowy said these fees are assessed at the

time of new development and are intended to partially offset the costs of that development. The proposed changes would: 1–allow for use of new studies; 2–eliminate the presently-existing 15% discount; and 3–update the impact fees based upon routine rather than annual updates.

6. Are you in favor of the adoption of Zoning Ordinance Amendment No. 6 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Amend Section 1301.01 Computation of the Public Capital Facilities Impact Fees and 1401.01 Computation of Public School Facilities Impact Fees to eliminate the 15% discount applied to the maximum justifiable fee. The changes are intended to eliminate a double credit that reduces the effectiveness of the impact fee system to collect appropriate levels of fees from each unit of new development. This proposed amendment has been approved by the Planning Board.

7. Are you in favor of the adoption of Zoning Ordinance Amendment No. 7 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Amend Section 1303.00.c. Use of Funds in the Public Capital Facilities Impact Fees and 1403.00.c. Use of Funds in the Public School Facilities Impact Fee to provide for routine rather than annual updates to the Town's Capital Improvements Program (CIP). The Planning Board finds that annual updates to the Capital Improvement Program are unnecessary; thus, this change would enable document updates every other year instead. This proposed amendment has been approved by the Planning Board.

The Moderator recognized Budget Committee Chairman William Spencer to provide a financial overview of items proposed for Town and School district expenditures.

Mr. Spencer said that the net effect of monetary items proposed by the Town would be a 23 cent decrease in the Municipal tax rate. The net effect of money items proposed by the School District would be an increase of \$3.33 in the School District tax rate.

The Moderator recognized Selectman Thomas Levesque to present Article #3: To see if the Town will vote to raise and appropriate the sum of \$826,000.00 to construct 2,100 feet of Albuquerque Avenue (North End Section) from April Drive to Charles Bancroft Highway and to reconstruct 1,800 feet of Charles Bancroft Highway and to authorize a set-off of \$413,000.00 from a contribution from Continental Paving, Inc. against this appropriation, and to further authorize the issuance of \$313,000.00 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33), and to authorize the Board of Selectmen to issue and negotiate such bonds or notes not to exceed 5 years, and to determine the rate of interest thereon and to further authorize the use/transfer of \$100,000.00 of the December 31, 1999 fund balance for this purpose. This will be a non-lapsing account per RSA 32:3, VI and will not lapse until the work is completed or in two years, whichever shall occur first. (3/5 ballot vote required). The Selectmen and the Budget Committee recommend this appropriation.

Tom said the Town has secured a favorable bond rate of 5.49% for this work, and asked Road Agent Roland Bergeron to explain the scope of the work. Roland said the northern end of Albuquerque is the top priority in highway construction because

it will open up the Northern Commercial/Industrial Zone to much-needed development, and because a developer has agreed to pay a substantial portion of the cost. He used a map to demonstrate the area of the proposed project.

There were no questions from the floor and no amendments were proposed. The Article will appear on the ballot as originally presented.

4. Selectman John Devereaux presented Article 4: To see if the Town will vote to raise and appropriate the sum of \$560,000.00 to construct 3,500 feet of Albuquerque Avenue (Center Section) from Meadowbrook Lane to Hillcrest Road, to construct approximately 500 feet of Liberty Way from Albuquerque Avenue to the Town Hall/Police Station, and to reconstruct the Hillcrest Road intersection at Albuquerque Avenue and to authorize the issuance of \$480,000.00 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33), and to authorize the Board of Selectmen to issue and negotiate such bonds or notes not to exceed 5 years, and to determine the rate of interest thereon, and to further authorize the withdrawal of \$80,000.00 from the road impact fees and the Hillcrest Road offset fees. This will be a non-lapsing account per RSA 32:3, VI and will not lapse until the work is completed or in two years, whichever shall occur first. (3/5 ballot vote required). The Selectmen and the Budget Committee recommend this appropriation.

John Devereaux said the proposal is essentially the same as presented last year, except that construction costs are higher, being somewhat offset by the impact fees received in the interim. The Town cannot expect that developers will pay all costs for completing this section, he said, because part of the abutting property has already been developed, part is wet and cannot be developed, and part of it does not need Albuquerque because it can be accessed from Hillcrest Road.

The Fire and Police Departments would like to see this mid-section of the road completed, because it would reduce response time for emergency vehicles. Meadowbrook Lane homeowner Mary Pacheco issued a plea for approval so that through traffic can be diverted from Meadowbrook Lane, which was not designed to handle the traffic load of a main road.

No amendments were proposed, and the Article will appear on the ballot as originally proposed.

5. The Moderator read the proposed Budget. 5: Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$2,333,463.00. Should this article be defeated, the operating budget shall be \$2,251,328.00, which is the same as last year, with certain adjustments required by previous action of the Town or by law, or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

Fire Chief Brent Lemire MOVED to amend line item 14-50-008 from \$48,608.00 to \$62,608.00. The motion was amply seconded from the floor. Brent said the increased money is needed to pay the higher price of the fire truck lease. On a voice vote, the amendment carried.

Brent Lemire MOVED to amend line item 14-20-031 from \$1,000.00 to \$7,000.00. Thomas Levesque seconded. Brent explained that the newly-requested money is to purchase a second defibrillator. Should the Town's existing unit malfunction or a second medical emergency be called in while the Department is already on a medical call, there is presently nothing else the Fire Department could use until an ambulance arrived. The motion carried by voice vote.

Selectman Jack Pinciario MOVED to amend line item 19-20-027 from \$6,500.00 to 9,500.00. The motion was amply seconded from the floor. Jack explained that the extra money is to cover emergency incinerator repairs which have already been completed. The motion carried by voice vote.

Jack Pinciario MOVED to amend line item 13-50-001 from \$15,617.00 to \$20,617.00. The motion was amply seconded from the floor. Police Lieutenant James Gaudet explained that the money would be used to purchase IMC digital imaging software for the Department's computer system. The motion carried by voice vote.

Parks and Recreation Committee member Horace Seymour MOVED to amend line item 26-50-001 from \$6,920 to \$8,920.00 for "signage" at Darrah Pond, where the Town maintains a recreational building and some outdoor facilities. The motion was amply seconded from the floor and carried by voice vote.

The Budget had now been amended by \$30,000.00, making the bottom line \$2,363,463.00. This is the figure which will appear on the March ballot.

Selectman M. Patricia Jewett was recognized to present Article 6: To see if the Town will vote to raise and appropriate the sum of \$7,020.00 to be deposited in the Farmland Capital Reserve Fund previously established. Said fund is for the purpose of purchasing farmland or development rights, (Note: the amount appropriated herein is funded from taxes, but is equivalent to the unappropriated balance of the Land Use Change Tax revenue received during the prior fiscal year and which will be recognized as general fund revenue for the current fiscal year.) The Selectmen and the Budget Committee recommend this appropriation.

Pat spoke briefly to the proposal. No amendments were proposed, and it will appear on the March ballot as originally presented.

Pat Jewett presented Article 7: To see if the Town will vote to authorize the use/transfer of \$50,000.00 from the December 31, 1999 fund balance for deposit into the Farmland Capital Reserve Fund. The Selectmen and the Budget Committee recommend this appropriation.

No amendments were proposed, and the article will appear on the ballot as presented.

Tom Levesque presented Article 8: To see if the Town will vote to raise and appropriate the sum of \$47,000.00 for Phase 1 of a three-year town wide revaluation plan. The entire cost of the revaluation assessment over the 3-year phasing will be \$137,500.00. The Selectmen recommend this appropriation, but the Budget Committee does not.

Tom said the Selectmen's recommendation was "reluctant." The proposal has already been voted down by three consecutive Town Meetings, but people continue to ask to have their properties reassessed. The Selectmen decided to ask voters again. Bill Spencer said the Budget Committee was not reluctant to recommend against the proposal. With inflation, the Town's assessments are getting closer and closer to their 1988/89 levels (when reassessment was last done). There is also the possibility of a State-wide property re-assessment, he said, which could make local expenditures on this work a waste of money.

No amendments were proposed. The article will appear on the March ballot as presented.

Conservation Commission Chairman Joan McKibben presented Article 9: To see if the Town will vote to raise and appropriate the sum of \$10,000.00 for deposit into the Conservation and Land Acquisition Fund. Said funds may be used to purchase land, conservation or trail easements, or purchase of development rights. The Selectmen and Budget Committee recommend this appropriation.

Joan spoke briefly to the issue. There were no amendments proposed, and the article will appear on the March ballot as presented.

The Moderator recognized Joan for the Conservation work she has done for the Town through the years. The assembly offered her a round of applause.

Jack Pinciario presented Article 10: To see if the Town will vote to raise and appropriate the sum of \$50,000.00 to purchase and install a 100 kw emergency generator and transfer switch to service the Town Hall/Police Station. The Selectmen recommend this appropriation. The Budget Committee does not recommend this appropriation.

Jack Pinciario MOVED to amend the money amount to \$35,000.00 and the kilowatt specification to 40 kw. Bill Spencer and Tom Levesque seconded. Jack said it was found that the smaller unit could handle the job effectively at a lower cost. Bill said the Budget Committee would support the amendment; the committee had found the original proposal excessive. On a voice vote, the amendment carried.

The article will appear on the March ballot with a price tag of \$35,000.00 and a kw specification of 40.

Jack Pinciario presented Article 11: To see if the Town will vote to establish a Fire Facilities Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of constructing fire facilities and their improvements and to further authorize the use/transfer of \$25,000.00 of the December 31, 1999 fund balance (unencumbered budget surplus) to be placed in this fund, and to designate the Board of Selectmen as agents to expend or to act on anything relative thereto. The Selectmen and the Budget Committee recommend this appropriation.

No amendments were proposed, and the article will appear on the ballot as presented.

The Moderator presented Article 12: To see if the Town will vote to hire a part-time dispatcher effective June 5, 2000 at an annual salary and related costs of \$10,211.00, and to further vote to raise and appropriate the sum of \$6,313.00 for wages and

related costs for the period of June 5, 2000 to December 31, 2000. The Selectmen recommend this appropriation. The Budget Committee does not recommend this appropriation.

Police Lieutenant James Gaudet said this proposed position is intended to cover vacations, sick days, and other times when the two existing full-time dispatchers are unavailable. Bill Spencer said the Budget Committee realized when the Department changed its part-time dispatcher into a second full-time dispatcher that this would happen. Resident Robert Desmarais noted the convenience of having the Town Hall lobby open until 11:00 p.m. and of having ready access until that hour to Police personnel; addition of these evening hours was the reason the formerly part-time position was made full-time.

No amendments were proposed, and the article will appear on the ballot as presented.

The Moderator read Article 13: To see if the Town will vote to create the position of School Resource Officer. Funding for the first three years of salaries, benefits and training to be reimbursed in full by a Federal Grant amounting to \$125,000.00 for the three years. This year's grant funding will be \$41,600.00. The Selectmen and the Budget Committee recommend this appropriation.

Lieutenant Gaudet said the Police Department is committed to being in the schools, and has already started a DARE program. The Department, he said, would like to dedicate an officer exclusively to the DARE program and the three local schools. School Board Chairman Richard Lascelles said the School Board is very much in favor of the proposal, and not only from a safety standpoint. He said students respond favorably to the presence "in a positive manner" of a police officer. Tom Levesque said the Selectmen might not have favored such a proposal three years ago but, in light of recent events around the country, are supportive of it now.

No amendments were proposed, and the article will appear on the ballot as presented.

Frank Byron presented Article 14: To see if the Town will vote to hire a Town Planner/Economic Development Planner effective August 1, 2000 at an annual salary of \$71,500.00, and to further vote to raise and appropriate the sum of \$33,542.00 for wages and related costs for the period of August 1, 2000 to December 31, 2000. the Selectmen recommend this appropriation, but the Budget Committee does not.

Frank Byron MOVED to amend the article to read:

To see if the Town will vote to appropriate and spend the sum of \$18,720.00 to purchase 3 days per week services consisting of Planning and Economic Development for 26 weeks starting 1 July, 2000, at a rate not to exceed \$30.00 per hour. Thomas Levesque seconded.

Frank explained that the proposal as amended is more realistic than the original. Before anything more comprehensive can be undertaken, existing ordinances must be re-examined and a plan initiated for economic development. Tom said the Town should be able to obtain the needed services for 24 hours a week through the Southern NH Regional Planning Commission. It is hoped this work will lead to

economic development, resulting in some tax relief. Bill Spencer supported the amendment, saying the Budget Committee believed the original proposal was too expensive and the salary too high.

The amendment carried by voice vote. The warrant article will be for \$18,720.00, and will specify a rate not to exceed \$30.00 per hour.

The next several warrant articles were discussed out of sequence, but will nevertheless be listed numerically in order to simplify the record.

John Devereaux presented Article 15: To see if the Town will vote to hire a part-time Parks and Recreation Director effective May 1, 2000 at an annual salary and related costs of \$14,000.00, and to further vote to raise and appropriate the sum of \$11,453.00 for wages and related costs for the period of May 1, 2000 to December 31, 2000. The Selectmen and the Budget Committee recommend this appropriation.

John said that eventually the Director would, among other things, administer the recreation budget, oversee the summer day camp program, coordinate the activities and facilities needs of municipal and school groups and athletic teams, assume responsibility for maintenance and upkeep of Town and School District grounds, and serve as the liaison with Recreation Directors in surrounding communities.

Recreation Committee Co-Chairman Nancy Lewis said the needs of the community have simply outgrown the abilities of a volunteer group. She noted the responsibilities as outlined would be a lot to expect of one part-time employee, but said the Town needs some professional direction in meeting the recreational needs of its citizens.

No amendments were proposed and the article will appear on the ballot as presented.

John Devereaux presented Article 16: To see if the Town will vote to authorize the establishment of a Recreation Revolving Fund pursuant to RSA 35-B:2, II. The money in the fund shall be allowed to accumulate from year to year, using but not limited to park and recreation revenue from fees and charges, and shall not be considered part of the Town's general surplus. The treasurer of the Town shall have the custody of all moneys in the fund, and shall pay out the same only upon order of the recreation committee. Such funds shall be expended only for the purposes authorized by RSA 35-B and no expenditure shall be made in such a way as to require the expenditure of, or create a liability upon, other town funds which have not been appropriated to that purpose.

John said this article was supposed to be presented in 1999, but never made it onto the warrant. He said the Town hopes to make some recreation programs self-funding by turning proceeds from their registration fees, ticket sales, and fundraisers back into the programs. Following questions about what would happen should Article 20 pass changing the Recreation Committee to a Recreation commission, John Devereaux MOVED to amend the article to stipulate that the Treasurer shall pay out funds upon order of the Recreation Committee/Commission. Tom Levesque seconded.

On a voice vote, the amendment carried, and the Article as it appears on the ballot will reflect this change.

Library Trustees Chairman Dr. Steven Calawa presented Article 17: To see if the Town will vote to decrease, effective on March 14, 2001, the number of Trustees of the Aaron Cutler Memorial Library from seven (7) to five (5), in accordance with RSA 202-a:6, and that such trustees shall serve staggered 3-year terms or until their successors are elected and qualified.

Steve explained that it is increasingly difficult to get 7 people to run for office as a Library Trustee. With a sitting board smaller than the legally-specified number of members, it is often difficult to call together the quorum needed to conduct business.

No amendments were offered, and the ballot will show the article as originally presented.

Thomas Levesque presented Article 18: To see if the Town will vote pursuant to RSA 154:1, IV to change the organization of its Fire Department from a Fire Chief elected by the local legislative body, with firefighters appointed by the Fire Chief, to a Fire Chief appointed by the Board of Selectmen with Firefighters appointed by the Fire Chief, effective March 14, 2001. The Board of Selectmen shall appoint the Fire Chief for a definite term one (1) year and the person so selected shall be technically qualified by training or experience and shall have the ability to command Firefighters and hold their respect and confidence. That the Board of Selectmen shall further be authorized to adopt such written formal policies in accordance with the provisions of RSA 154.

Tom said only two other Towns have elected Fire Chiefs. Fire Chief Brent Lemire said he supported the proposed change. Firefighter Eric Tremblay asked whether Selectmen could expand the position to full-time without further action of Town Meeting. No, Tom said, such a change would require a vote of Town Meeting.

No amendments were offered. The article will appear on the ballot in its original form.

Donald Ferren, Chairman of the Southern NH Resource Conservation and Development Council, presented Article 19: To see if the Town will vote to send the following resolution to the NH General Court:

Resolved, New Hampshire's natural, cultural and historic resources in this Town and throughout the State are worthy of protection and, therefore, the State of New Hampshire should establish and fund a permanent public/private partnership for the voluntary conservation of these important resources.

Don noted that this non-binding resolution carries no request for local funds.

No amendments were offered. The article will appear in its original form on the ballot.

Parks and Recreation Committee Co-Chairman Richard Rafferty presented Article 20: To see if the Town will vote to authorize the establishment of a Litchfield Recreation Commission pursuant to RSA 35-B:3, B:4, and B:5. The Recreation Commission will ultimately be responsible for all Park and Recreation activities in Litchfield, shifting these responsibilities from the Board of Selectmen and their Recreation Committee. The Commission will consist of up to 12 members, all of

which must be citizens of the Town of Litchfield. Current members of the Recreation Committee will automatically be appointed for three-year terms. All other members will be nominated by the commission and appointed by the Board of Selectmen in staggered three year terms (as defined in RSA 35-B:4).

The Recreation Commission shall have the authority to acquire and hold property, contract services, charge fees for use of its facilities and programs, make and enforce rules, contract for joint operation of recreation programs, and manage property under RSA 34-B:d and B:4. The Recreation Commission shall have the authority to hire recreational professionals e.g. the Recreation Director, and to delegate responsibilities to these professionals as written in RSA 35-B:5. By petition.

Richard Rafferty MOVED to amend the Article to read as follows:

To see if the Town will vote to authorize the establishment of a Litchfield Recreation Commission pursuant to RSA 35-B:3-5. The Recreation Commission shall be charged with the responsibility of providing leisure-time services within the Town. The Recreation Commission shall have the authority to acquire and hold property within the Town by gift, purchase or lease, for public recreation and park areas and may prepare, equip and maintain said land for said purpose and to adopt rules and regulations for the operation of the Recreation Commission. The Commission may employ an administrative officer and such other persons as it deems necessary to carry out the provisions of RSA 35-B:1, and to authorize the Commission to jointly enter into a contract with any organization for the purpose of conducting leisure-time programs, and for acquiring recreational lands or facilities.

The Litchfield Recreation Commission shall consist of eleven (11) members, all of whom must be citizens of the Town of Litchfield. A Selectman shall be an ex officio member of the Commission who shall be designated by the Board of Selectmen for a designated period during his or her term of office; the remaining ten (10) members of the Recreation Commission shall be appointed by the Board of Selectmen for three (3) year terms. The initial term of members first appointed to said Commission shall be staggered so that no more than four (4) appointments occur annually, except when required to fill vacancies.

William Spencer seconded the motion. Town Counsel Robert Bossie explained that the changes proposed in the amendment were necessary to bring the warrant article into compliance with State Law. For example, he noted, a commission can't be created with an unspecified number of members, nor can it be stipulated that existing members of a committee will automatically be appointed to a proposed commission.

On a voice vote, the amendment carried, and the article will appear on the March ballot as amended.

Discussion turned to the main article, as amended. Dick Rafferty said the NH Office of Planning suggested that Towns have commissions, which have more autonomy than committees. He said the local committee has done considerable work on facilities, such as the heavily-used skateboard park; it periodically offers programs such as movies for different age groups. The committee would like to take programs to the next level, but lacks the authority to do so on its own.

At 9:46 p.m., there were numerous calls and seconds to adjourn the meeting. Motion carried by voice vote.

A true record of actions taken at the Deliberative Session, attest:

Diane L. Jerry
Town Clerk
February 7, 2000

BUDGET FOR THE TOWN OF LITCHFIELD, N.H.

PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	W.A. No.	Appropriations Prior Year As Approved By DRA		Actual Expenditures Prior Year		Selectmen's Appropriations Ensuing Fiscal Year		Budget Committee's Appropriations Ensuing Fiscal Year	
						Recommended	Not Recommended	Recommended	Not Recommended
GENERAL GOVERNMENT									
Executive		\$	60,163	\$	60,388	\$	61,763	\$	61,763
Election, Reg, & Vital Statistics			62,673		61,556		67,623		66,305
Financial Administration			171,189		189,563		185,538		183,721
Legal Expense			38,400		44,694		60,200		58,300
Personnel Administration			81,350		82,251		88,150		88,150
Planning and Zoning			37,549		35,636		44,312	255	40,010
General Government Buildings			28,462		28,096		37,193		30,493
Cemeteries			1,000		820		1,000		1,000
Insurance			81,650		72,798		78,650		78,650
Other General Government			16,500		15,354		23,000	2,000	23,000
									2,000
PUBLIC SAFETY									
Police			546,650		540,231		624,059	650	604,531
Ambulance			15,500		15,449		15,500		15,500
Fire			269,977		268,291		271,526	18,461	266,603
Building Inspection			62,787		65,222		67,225	1,600	66,800
Emergency Management			5,500		5,300		5,500		5,500
HIGHWAYS AND STREETS									
Administration			2,856		3,042		2,978	51	2,703
Highways & Streets			332,590		316,507		366,253	10,371	331,301
Street Lighting			8,000		9,866		14,250	4,300	14,250
									45,323
									4,300

BUDGET FOR THE TOWN OF LITCHFIELD, N.H.

PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	Appropriations Prior Year As Approved By DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing Fiscal Year		Budget Committee's Appropriation Ensuing Fiscal Year	
			Recommended	Not Recommended	Recommended	Not Recommended
SANITATION						
Administration	29,245	36,120	32,523	6	31,073	1,456
Solid Waste Collection	232,315	257,234	174,391	4,450	174,191	4,650
HEALTH AND WELFARE						
Administration	2,975	3,490	3,028	218	3,028	218
Pest Control	13,390	12,849	14,642	766	13,752	1,656
Health Agencies & Hospitals & Other	6,350	6,350	7,050	2,603	7,050	2,603
Vendor Payments & Other	8,000	2,627	8,000	1,457	4,500	4,957
CULTURE AND RECREATION						
Parks and Recreation	55,498	54,028	78,968	24,054	73,068	29,954
Library	77,531	79,425	85,354	249	85,274	329
Patriotic Purposes	500	572	450	150	450	150
Other Culture & Recreation	401	279	2,601		1,200	1,401
CONSERVATION						
Admin. & Purchases of Natural Resources	2,326	2,326	1,297		1,296	1
DEBT SERVICE						
Interest on Tax Anticipation Notes	1		1		1	
SUBTOTAL 1	\$2,251,328	\$2,270,364	\$2,423,025	\$ 71,641	\$2,333,463	\$ 149,468

BUDGET FOR THE TOWN OF LITCHFIELD, N.H.
SPECIAL WARRANT ARTICLES

PURPOSE OF APPROPRIATION (RSA 32:3,V)	W.A. No.	Appropriations Prior Year As Approved By DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing Fiscal Year		Budget Committee's Appropriation Ensuing Fiscal Year	
				Recommended	Not Recommended	Recommended	Not Recommended
Farmland Fund	6/7	\$ 43,506	\$ 43,506	\$ 57,020		\$ 57,020	
Conservation Fund	9	10,000	10,000	10,000		10,000	
Albuquerque (North)	3			826,000		826,000	
Albuquerque (Center)	4			560,000		560,000	
Fire Facilities Fund	11			25,000		25,000	
SUBTOTAL 2 RECOMMENDED				<u>\$1,478,020</u>		<u>\$1,478,020</u>	

INDIVIDUAL WARRANT ARTICLES

PURPOSE OF APPROPRIATION (RSA 32:3,V)	W.A. No.	Appropriations Prior Year As Approved By DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing Fiscal Year		Budget Committee's Appropriation Ensuing Fiscal Year	
				Recommended	Not Recommended	Recommended	Not Recommended
Louise Drive		\$125,000	\$125,000				
Collective Bargaining		33,972	13,918			41,600	
Resource Officer	13			41,600			47,000
Revaluation	8			47,000			50,000
Generator	10			50,000			6,313
Dispatcher	12			6,313			33,542
Planner	14			33,542			
Recreation Director	15			11,453		11,453	
SUBTOTAL 3 RECOMMENDED				<u>\$189,908</u>		<u>\$ 53,053</u>	

SOURCE OF REVENUE	Warr. Art. #	Estimated Revenues Prior Year	Actual Revenues Prior Year	Estimated Revenues Ensuing Year
TAXES				
Land Use Change Taxes	6	\$ 43,506	\$ 43,506	\$ 7,020
Timber Taxes		4,400	9,883	7,500
Payment in Lieu of Taxes		78,707	40,095	78,707
Interest & Penalties on Delinquent Taxes		30,000	26,612	23,000
Excavation Tax (\$.02 cents per cu yd)		4,962	4,962	4,900
Excavation Activity Tax		20,000	12,169	12,170
LICENSES, PERMITS AND FEES				
Franchise Fee (32,800)				
Business Licenses and Permits		40,000	31,492	33,000
Motor Vehicle Permit Fees		775,000	864,825	825,000
Building Permits		64,500	85,855	75,000
Other Licenses, Permits & Fees		49,727	57,187	55,000
FROM FEDERAL GOVERNMENT	13			41,600
FROM STATE				
Shared Revenues		168,058	193,784	190,000
Highway Block Grant		113,951	113,951	122,318
State & Federal Forest Land Reimbursement		515	515	515
Police, Fire & Claremont		3,500	17,583	6,086
FROM OTHER GOVERNMENTS - COUNTY		8,000	14,979	9,457
CHARGES FOR SERVICES				
Income from Departments		14,908	25,252	22,500
Recreation Programs & Incinerator		10,278	20,542	14,817

SOURCE OF REVENUE	Warr. Art. #	Estimated Revenues Prior Year	Actual Revenues Prior Year	Estimated Revenues Ensuing Year
MISCELLANEOUS REVENUES				
Sale of Municipal Property		25	1,931	25
Interest on Investments		45,050	143,847	75,000
Other		28,310	37,236	30,500
INTERFUND OPERATING TRANSFERS IN				
From Special Revenue Funds	3	115,410	115,736	413,000
From Trust & Agency Funds	4		10,462	80,000
OTHER FINANCING SOURCES				
Proc. from Long Term Bonds & Notes	3, 4			793,000
Amounts VOTED From F/B ("Surplus")	3, 7, 11	9,590	9,590	175,000
TOTAL ESTIMATED REVENUES & CREDITS				
		<u>\$1,628,397</u>	<u>\$1,881,994</u>	<u>\$3,095,115</u>
BUDGET SUMMARY				
		Selectmen's Recommended Budget	Budget Committee's Recommended Budget	
SUBTOTAL 1 Appropriations Recommended		\$2,423,025	\$2,333,463	
SUBTOTAL 2 Special Warrant Articles Recommended		1,478,020	1,478,020	
SUBTOTAL 3 "Individual" Warrant Articles Recommended		189,908	53,053	
TOTAL Appropriations Recommended		<u>\$4,090,953</u>	<u>\$3,864,536</u>	
Less: Amount of Estimated Revenues & Credits (from above)		<u>3,095,115</u>	<u>3,095,115</u>	
Estimated Amount of Taxes to be Raised		<u>\$ 995,838</u>	<u>\$ 769,421</u>	

TOWN CLERK'S REPORT

January 1, 1999 through December 31, 1999

Candidate Filing Fees:		\$22.00
Dogs:	Licenses:	
	1,171 regular	\$8,044.50
	4 group	80.00
	33 senior	66.00
	Duplicate Dog Tag	15.00
	Fines & Penalties	1,712.00
Dredge & Fill Permits:		20.00
Hawkers' & Peddlers' Permits:		100.00
Incorporation Filing:		5.00
Motor Vehicles:	Registrations:	
	7,743 regular	864,825.00
	3 military	n.c.
	4 municipal	n.c.
	duplicates	182.00
	municipal agent fees	16,967.50
	Titles:	3,010.00
	Boats:	16,399.68
Overpayments:		29.00
Photocopies:		18.00
Pole Permit:		10.00
Postage:		5,188.45
Resident Decals:		50.00
Returned-Check Fees:		301.00
UCCs:	regular filings	1,621.00
	IRS direct deposits	45.00
	releases	240.00
	searches	65.50
Vital Records:	marriage licenses	1,890.00
	certified copies	450.00
Voter Registration Cards:		2.00
Zoning/Subdivision Manuals:		90.00
Total Receipts		\$921,448.63

1999 was a milestone year in terms of Litchfield's historical records. Most importantly, we completed a long-standing restoration project initiated by former Town Clerk/Tax Collector Greta Lynch. Litchfield's Record Books detailing official Town Business dating back to its incorporation in 1734 have been restored, preserved, and microfilmed. We were also able to rescue a wonderful, if badly decomposed, collection of documents depicting the "legal doings" of Litchfield's population circa 1950. We are grateful that taxpayers supported this historically significant work over the 20 years it took to complete it.

A true copy of Town Clerk business for 1999, according to the best of my knowledge and beliefs, attest:

Diane L. Jerry

1998 ESTIMATED RESIDENT POPULATION

New Hampshire State Planning Office Census

6,844

1999 SUMMARY INVENTORY

Residential and Commercial Valuations:

Residential Land	\$119,429,811	
Commercial Land	14,787,271	
Current Land Use Values	<u>610,695</u>	\$134,827,777

Residential Buildings	\$216,985,785	
Manufactured Housing	<u>4,009,600</u>	
Commercial Buildings	11,019,500	<u>232,014,885</u>

Gross Taxable Valuation		<u>\$366,842,662</u>
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Less:

Blind Exemptions	\$ (45,000)	
Elderly Exemptions	(85,000)	
Physically Handicapped Exemptions	<u>(50,700)</u>	\$ (180,700)
Net Taxable Valuation		<u>\$366,661,962</u>

Gross Property Taxes		\$ 7,553,236
Less War Service Exemptions		(29,600)
Property Tax Commitments		<u>\$ 7,523,636</u>

Excavation Activity Valuations:

Land Value	\$ 973,700	
Excavation Activity Tax Commitment		\$ 20,058

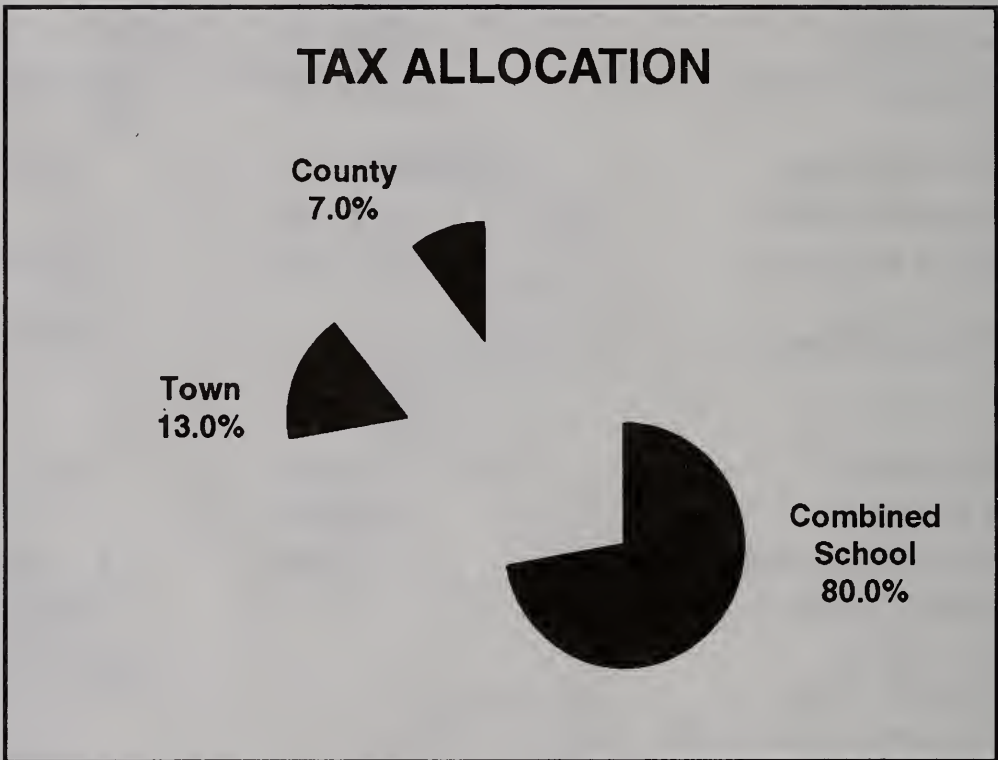
Utility Valuations:

Public Water Utility	\$ 2,031,900	
Gas Utility	12,600	
Electric Utility	<u>3,127,600</u>	
Total Valuations		\$ 5,172,100
UtilityTax Commitment at Modified Rate (15.25)		<u>78,875</u>
Total Property Tax Commitments		\$ 7,622,569

Total Tax Exempt & Non-Taxable Property		\$ 17,438,110
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1999 TAX RATE

School	\$11.02
Town	2.68
County	1.55
	<u>\$15.25</u>
State School Effort	<u>5.35</u>
Combined Tax Rate	<u>\$20.60</u>



Property assessed at \$150,000 has a resulting tax bill of \$3,090.00 which represents payment for each of the governmental units:

School	\$2,456.00
Town	402.00
County	<u>232.00</u>
	<u>\$2,287.50</u>

TOWN OF LITCHFIELD, NEW HAMPSHIRE
TAX COLLECTOR'S REPORT
Year Ending December 31, 1999

DEBITS

Uncollected Taxes—Beginning of Year	1999 Levy	1998, Prior Levy
Property	\$ 0.00	\$364,471.08
Land Use Change	0.00	0.00
Yield	0.00	2,969.38
Excavation Activity	0.00	0.00
Committed during 1999		
Property	7,622,573.00	0.00
Land Use Change	7,800.00	0.00
Yield	10,441.66	0.00
Excavation	4,962.30	0.00
In Lieu of Taxes	78,147.00	0.00
Interest		
Property	4,382.03	7,303.83
Yield	2.00	0.00
Excavation	778.50	0.00
Overpayment(s)		
Refunded	25,875.15	323.88
Carried Forward	10.95	0.00
Returned Check Costs	53.00	
Duplicate Tax Bills	753.00	0.00
TOTAL DEBITS	<u>\$7,755,778.59</u>	<u>\$375,068.17</u>
1998 Addendum		<u>(\$1,836.18)</u>
		<u>\$373,231.99</u>

CREDITS

Remitted to Treasurer	1999 Levy	1998, Prior Levy
Property (CASH BOOK)	\$7,425,479.03	\$184,553.79
Land Use Change	7,800.00	0.00
Yield	9,882.98	0.00
Interest (all categories)	5,162.53	7,303.83
Excavation	4,962.30	0.00
In Lieu of Taxes	39,535.00	0.00
Duplicate Tax Bills	753.00	0.00
Returned Check Costs	53.00	
Abatements		
Property	1,355.00	273.32
Yield	558.68	0.00
98 Overpayments Credited	266.28	(266.28)

Converted to Lien–

Property	0.00	178,397.95
Yield	0.00	2,969.38

Uncollected, Year-End

Property	221,358.79	0.00
Land Use Change	0.00	0.00
Yield	0.00	0.00
Excavation	0.00	0.00
In Lieu of Taxes	38,612.00	0.00
TOTAL CREDITS:	<u>\$7,755,778.59</u>	<u>\$373,231.99</u>

LIENS**DEBITS**

	1999 Lien '98 Levy	1998 Lien '97 Levy	1997 Lien '98 Levy
Unredeemed–Beginning of Year	\$ 0.00	\$ 44,254.29	\$ 10,539.58
Executed During 1999	196,008.87	0.00	0.00
Interest & Costs Collected	6,493.55	3,912.61	3,739.20
TOTAL DEBITS:	<u>\$202,502.42</u>	<u>\$ 48,166.90</u>	<u>\$ 14,278.78</u>

CREDITS**Remitted to Treasurer:**

Redemptions of Principal	\$117,305.07	\$ 19,714.98	\$ 10,045.68
Interest & Costs	6,493.55	3,912.61	3,739.20

Non-Cash

Abatements	400.59	294.93	493.90
Unredeemed	78,303.21	24,244.38	0.00
TOTAL CREDITS:	<u>\$202,502.42</u>	<u>\$ 48,166.90</u>	<u>\$ 14,278.78</u>

New Hampshire taxpayers deserve a civilian's version of the military purple heart award for surviving—so far, at least—the bruising battle over education funding. Indications are that the State-wide property tax enacted in 1999 has not been as simple, equitable, or easy to administer as legislators had hoped. And it appears to be headed back to court. While we in the local tax collectors' offices have no control over the decisions being made, we will do our best to help our local residents weather the storm. Should you want to contact your legislators with ideas or opinions, you may contact:

Senate District 14 Senator Gary Francoeur (R) 883-9444
House District 17 Rep. Leon Calawa (R) 424-4592
House District 17 Rep. Loren Jean (R) 886-1992

A true record of Tax Collector activity for the year 1999, attest:

Diane L. Jerry, Tax Collector
January 10, 2000

TOWN OF LITCHFIELD, NEW HAMPSHIRE

SUMMARY OF YEARLY TOTALS

1999

Cash and Investments Balance, December 31, 1998	\$ 4,394,415.06
Deposits:	
Town Clerk	\$ 921,403.63
Tax Collector	7,846,706.55
Tax Lien Fees Rec'd from IRS	60.00
Selectmen's Office	464,229.87
Building Department	85,855.25
Interest on Investment	143,576.50
Transfers from and due to Escrows/Other Fund	56,314.51
NFS Checks (Net of redeposits)	(95.00)
Void and Stale Dated Checks	<u>7,696.29</u>
Total Receipts	<u>\$ 9,525,747.60</u>
	\$13,920,162.66
Selectmen's Orders Paid	<u>11,542,000.42</u>
Cash and Investment Balance, December 31, 1999	<u><u>\$ 2,378,162.24</u></u>
Summary of Balance:	
Overnight Repurchase Agreement BNH	\$ 310,910.65
Investment in NH Public Deposit Investment Pool	1,175,459.59
Investment in Fleet Money Market	243,728.91
Fleet Checking Account	22,686.30
BNH Checking Account	97,643.50
Outstanding Checks	(72,266.71)
Bank of NH CD - Insured Pool + Matures 4/16/2000	350,000.00
Bank of NH CD - Insured Pool + Matures 5/4/2000	<u>250,000.00</u>
Cash and Investment Balance, December 31, 1999	<u><u>\$ 2,378,162.24</u></u>

Marion E. Cason, Treasurer
Town of Litchfield
Litchfield, NH

Town of Litchfield, New Hampshire
Statement of Receipts, Disbursements and Cash Balances – Other Accounts
As of December 31, 1999

NAME OF ACCT/PROPERTY	1-Jan-99 BALANCE	TOTAL DEPOSITED	TOTAL WITHDRAWN	31-Dec-99 BALANCE
Brandy Circle - Continental Paving	\$ 2,015.32	\$ 38.16	\$ 167.92	\$ 1,885.56
Briarwood - Hudson Water Company	1,220.44	218.90	262.47	1,176.87
Chase Brook - Phase II - (Pilgrim Est.) Ashwood Co.	1,425.43	27.55	0.00	1,452.98
Chase Estates	1,550.48	29.97	0.00	1,580.45
Chonghun Yim	5,306.57	62.06	0.00	5,368.63
CNC Trust - Mockingbird Lane	2,650.46	51.22	0.00	2,701.68
Colby Subdivision - Continental Paving	529.43	10.23	0.00	539.66
Continental Paving	1,805.66	34.89	0.00	1,840.55
Crowell Estates - Sawmill Brook Dev. Co.	3,056.37	59.07	0.00	3,115.44
Cummings Farm - Alukonis/Konis Corp.	1,897.90	36.68	0.00	1,934.58
Empire Homes, Inc.	0.00	2,340.99	837.50	1,503.49
Forest Hills - Phase III - Litchfield-Griffin	3,777.35	72.17	171.74	3,677.78
Grace Free Presbyterian Church	0.00	4,212.07	2,180.47	2,031.60
H. Eugene Ducharme	34,109.60	517.11	8,289.01	26,337.70
HJ Stabile & Son, Inc.	0.00	1,505.38	0.00	1,505.38
Larchmount IV	2,662.77	3,561.43	3,949.02	2,275.18
Larchmount IV - Road Offsite	4,059.53	5,623.11	0.00	9,682.64
Larchmount - Phase II - Homes by Paradise	3,182.42	461.60	0.00	3,644.02
Larchmount - Phase III - Ashwood Companies	1,136.94	147.44	126.06	1,158.32
Larchmount - Phase IV - Hawkview Associates	1,808.52	1,832.18	1,800.13	1,840.57
Leary, Florence - Excavation Fund	2,691.74	52.02	0.00	2,743.76
Leary, Florence - Restoration Bond	12,745.46	149.09	0.00	12,894.55
M L-96 Investments, Inc.	2,488.03	1,191.05	1,347.07	2,332.01

NAME OF ACCT/PROPERTY	1-Jan-99 BALANCE	TOTAL DEPOSITED	TOTAL WITHDRAWN	31-Dec-99 BALANCE
McElwain, William H.	512.21	9.90	0.00	522.11
Morgan Estates - Phase II - G. Colby	761.79	1.63	763.42	0.00
Nakomo Drive Drainage Offsite	3,111.53	60.14	0.00	3,171.67
Naticook Landing - Farm Land	4,129.73	8.86	4,138.59	0.00
Naticook Landing Site Plan - Golf Course	1,315.44	2.83	1,318.27	0.00
O'Leary Subd'n. - Talent Rd.	1,711.25	27.51	1,738.76	0.00
Optimum Bldg Systems, Inc.	0.00	1,507.40	1,282.98	224.42
Pilgrim Drive - Homes by Paradise	1,724.06	27.71	1,751.77	0.00
Richard Charbonneau	0.00	5,974.16	4,491.50	1,482.66
Sanders, A Lockheed Martin Co.	1,122.83	21.70	0.00	1,144.53
Sawmill Brook Development Corp.	7,253.38	22,161.41	22,040.10	7,374.69
St. Francis of Assisi #2	0.00	5,592.74	4,071.92	1,520.82
St. Francis of Assisi Site Plan	0.00	9,710.16	6,669.35	3,040.81
Taofila Estates - K. Blanchard	1,240.72	23.98	0.00	1,264.70
Tee Off at Mel's - David Mehlhorn	716.49	8.33	724.82	0.00
Vahrij Manoukian	405.84	7.85	0.00	413.69
Wren Street - Ernest Dion	1,052.68	1.44	1,054.12	0.00
Wren Street - East - Ernest Dion	30,516.26	41.63	30,557.89	0.00
Wren Street - West - Ernest Dion	1,668.17	32.28	0.00	1,700.45
Yun Chan Han	877.46	16.96	0.00	894.42
TOTALS	\$184,401.26	\$ 67,472.99	\$ 99,734.88	\$152,139.37

Town of Litchfield, New Hampshire
Statement of Receipts, Disbursements and Cash Balances – Other Accounts
As of December 31, 1999

SPECIAL ACCOUNTS:	1-Jan-99 BALANCE	TOTAL DEPOSITED	TOTAL WITHDRAWN	31-Dec-99 BALANCE
Cablevision Equipment Grant	\$ 13,835.91	\$ 601.05	\$ 0.00	\$ 14,436.96
Civil Defense/Fire Pond Dredge/Ind. Dev.	13,644.68	604.67	0.00	14,249.35
Crowell Estates - Albuquerque Offsite	29,727.60	292.93	9,714.50	20,306.03
Cummings Farm Offsite Recreational Fees	14,744.17	280.15	1,500.00	13,524.32
H. Eugene Ducharme - Briarwood Lane	34,888.63	563.13	10,406.93	25,044.83
H. Eugene Ducharme Road Bond	9,873.12	130.01	3,546.15	6,456.98
Parker Park Footbridge Fund	12,579.22	304.93	0.00	12,884.15
Town Office Complex - Furniture	3,360.50	93.56	325.77	3,128.29
Town of Litchfield Environmental Fund	1,005.43	39.60	250.00	795.03
CONSERVATION FUND:				
Town of Litchfield, NH	41,925.25	13,471.43		55,396.68
IMPACT FEES:				
Road Impact Fees - North	33,246.43	4,544.83		37,791.26
Road Impact Fees - South	27,601.71	5,590.54		33,192.25
School Impact Fees	70,282.11	46,514.30		116,796.41
Municipal Impact Fees	3,008.88	2,939.63		5,948.51
Library Impact Fees	1,931.81	1,578.32		3,510.13
Recreational Impact Fees	2,423.76	3,097.91		5,521.67
TOTAL IMPACT FEES	\$138,494.70	\$ 64,265.53	\$ 0.00	\$202,760.23
GRAND TOTALS - OTHER FUNDS	\$534,641.47	\$148,119.98	\$125,478.23	\$557,647.22

FINANCIAL REPORT
Town of Litchfield, N.H.

GENERAL FUND - Revenues and Expenditures for the period
January 1, 1999 to December 31, 1999

A.REVENUES - Modified Accrual

Revenues from taxes

Property taxes		\$ 7,599,149
Taxes assessed for school districts	\$6,060,653	
Land use change taxes		43,506
Timber taxes		10,442
Payments in lieu of taxes		78,707
Interest and penalties on delinquent taxes		41,253
Excavation Tax (@ \$.02 per cu. yd.)		4,962
TOTAL		\$ 7,778,019

Revenue from licenses, permits, and fees

Business licenses and permits	\$ 31,492
Motor vehicle permit fees	863,383
Building permits	85,855
Other licenses, permits, and fees	55,320
TOTAL	\$ 1,036,050

Revenue from the State of New Hampshire

Shared revenue block grant	\$ 64,264
Meals and rooms distribution	129,520
Highway block grant	113,951
State and federal forest land reimbursement	515
Other state grants and reimbursements	
Gas refund	\$ 322
Administrative costs reimbursement grant	16,261
NH police standards and training	1,000
TOTAL	\$ 325,833

Revenue from other governments

Intergovernmental revenue - Other	\$ 14,979
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Revenue from charges for services

Income from departments	\$ 13,540
Recreation Program	10,510
Recycling fees	10,032
Outside police duty	11,712
TOTAL	\$ 45,794

Revenue from miscellaneous sources

Sale of municipal property	\$ 1,931
Interest on investments	143,950
Fines and forfeits	2,677

Insurance dividends and reimbursements	31,186
Contributions and donations	326
Other miscellaneous sources not otherwise classified	<u>3,177</u>
TOTAL	\$ 183,247
Interfund operating transfers in	
Transfers from trust and agency funds	<u>\$ 7,800</u>
TOTAL	\$ 7,800
Other financial sources	
Other long-term financial sources	<u>\$ 27,914</u>
TOTAL	\$ 27,914
TOTAL REVENUES FROM ALL SOURCES	\$ 9,419,636
TOTAL FUND EQUITY (Beginning of year)	<u>825,715</u>
GRAND TOTAL	<u>\$10,245,351</u>

B. EXPENDITURES - Modified Accrual

	Total expenditure	Equipment and land purchases	Construction
General government			
Executive	\$ 60,732	\$	\$
Election, registration and vital statistics	15,372		
Financial administration	235,866	4,876	2,025
Legal expense	44,694		
Personnel administration	82,251		
Planning and zoning	35,636		
General government building	40,753		7,715
Cemeteries	785		
Insurance not otherwise allocated	72,798		
Other general government	39,984		
TOTAL	\$ 628,871	\$ 4,876	\$ 9,740
Public safety			
Police	\$ 553,727	\$	\$
Ambulance	14,592		
Fire	288,389	27,914	
Building inspection	65,039		
Emergency management	5,300		
TOTAL	\$ 927,047	\$ 27,914	\$
Highways and streets			
Administration	\$ 3,042	\$	\$
Highways and streets	453,736		125,000
Street lighting	10,899		
TOTAL	\$ 467,677	\$	\$ 125,000

Sanitation			
Administration	\$ 36,120	\$	\$
Solid waste disposal	261,536		
TOTAL	<u>\$ 297,656</u>	<u>\$</u>	<u>\$</u>
Health			
Administration	\$ 3,490	\$	\$
Pest control	12,849		
Health agencies and hospitals	6,350		
TOTAL	<u>\$ 22,689</u>	<u>\$</u>	<u>\$</u>
Welfare			
Direct assistance	\$ 2,627	\$	\$
TOTAL	<u>\$ 2,627</u>	<u>\$</u>	<u>\$</u>
Culture and recreation			
Parks and recreation	\$ 111,028	\$ 50,000	\$
Patriotic purposes	572		
Other culture and recreation	279		
TOTAL	<u>\$ 111,879</u>	<u>\$ 50,000</u>	<u>\$</u>
Conservation			
Other conservation	\$ 1,546		
TOTAL	<u>\$ 1,546</u>	<u>\$</u>	<u>\$</u>
Interfund operating transfers out			
Transfers to special revenue funds	\$ 95,010	\$	\$
Transfers to capital reserve funds	43,506		
TOTAL	<u>\$ 138,516</u>	<u>\$</u>	<u>\$</u>
Payments to other governments			
Taxes assessed for county	\$ 580,921	\$	\$
Taxes assessed for school districts	6,060,653		
TOTAL	<u>\$ 6,641,574</u>	<u>\$</u>	<u>\$</u>
TOTAL EXPENDITURES	<u>\$ 9,240,082</u>	<u>\$ 82,790</u>	<u>\$ 134,740</u>
TOTAL FUND EQUITY			
(End of year)	<u>\$ 1,005,269</u>		
GRAND TOTAL	<u><u>\$10,245,351</u></u>		

GENERAL FUND BALANCE SHEET
As of December 31, 1999

	Beginning of year	End of of year
A. ASSETS		
Current assets		
Cash and equivalents	\$1,802,773	\$ 606,738
Investments	2,656,252	1,777,793
Taxes receivable	367,440	223,971
Tax liens receivable	34,794	102,547
Accounts receivable	1,103	714
Due from other funds		7,994
TOTAL ASSETS	<u>\$4,862,362</u>	<u>\$2,719,757</u>
 B. LIABILITIES AND FUND EQUITY		
Current liabilities		
Warrants and accounts payable	\$ 130,208	\$ 62,052
Contracts payable	2,000	2,000
Due to school districts	3,849,261	1,639,777
Deferred revenue	55,178	10,659
TOTAL LIABILITIES	<u>\$4,036,647</u>	<u>\$1,714,488</u>
Fund equity		
Reserve for encumbrances	\$ 94,427	\$ 48,130
Reserve for continuing appropriations	161,076	117,417
Unreserved fund balance	570,212	839,722
TOTAL FUND EQUITY	<u>\$ 825,715</u>	<u>\$1,005,269</u>
TOTAL LIABILITIES AND FUND EQUITY	<u><u>\$4,862,362</u></u>	<u><u>\$2,719,757</u></u>

GENERAL FUND
As of December 31, 1999

	Beginning of year	End of year
	Debit	Credit
	Debit	Credit
LONG-TERM DEBT GROUP OF ACCOUNTS		
Amount to be provided for the retirement of long-term debt	\$ 59,331	\$ 30,390
Other long-term liabilities	\$ 59,331	\$ 30,390
TOTAL	<u>\$ 59,331</u>	<u>\$ 30,390</u>

Other long-term liabilities consist of the following:

Fire vehicle capital lease	\$ 20,935
Highway vehicle capital lease	9,455
Total	<u>\$ 30,390</u>

RECONCILIATIONS

RECONCILIATION OF SCHOOL DISTRICT LIABILITY	Amount
School district liability at beginning of year	\$3,849,261
ADD: School district assessment for current year	6,060,653
TOTAL LIABILITY WITHIN CURRENT YEAR	9,909,914
SUBTRACT: Payments made to school district	(8,270,137)
School district liability at end of year	1,639,777

ALLOWANCE FOR ABATEMENTS WORKSHEET	Current year	Prior year	TOTAL
Overlay/Allowance for Abatements (Beginning of year)	151,367	20,000	171,367
SUBTRACT: Abatements made (From tax collector's report)	(1,914)	(1,463)	(3,377)
SUBTRACT: Refunds (Cash abatements)	(4,047)		(4,047)
ESTIMATED ALLOWANCE FOR ABATEMENTS AT END OF YEAR	(36,000)		(36,000)
Excess of estimate	109,406	18,537	127,943

TAXES/LIENS RECEIVABLE WORKSHEET	taxes	liens	TOTALS
Uncollected, end of year	\$259,971	\$102,547	\$362,518
SUBTRACT: "Overlay" carried forward as Allowance for Abatements	(36,000)		(36,000)
Receivable, end of year	223,971	102,547	326,518

Account number	Item	Amount
2440	Reserve for encumbrances:	
	General government	\$ 36,611
	Public safety	9,000
	Capital outlay	2,519
	Total	<u>\$ 48,130</u>

Please Detail Reserves (Balance Sheet)

Account number	Description	Year voted	Warrant article number
2450	Reserve for continuing appropriations:		
	Fire pond dredging \$ 970	N/A	N/A
	Emergency management 511	N/A	N/A
	Pinecrest offsite 2,496	N/A	N/A
	Highway block grant <u>113,951</u>	N/A	N/A
	Subtotal 117,928		
	Less: Revenues not susceptible to accrual (511)		
	Total <u>\$117,417</u>		

SUMMARY OF REVENUES FOR ALL OTHER FUNDS

January 1, 1999 to December 31, 1999

REVENUE AND OTHER FINANCING SOURCES	Special revenue
Revenue from taxes	\$ 780
Revenue from miscellaneous sources	
Interest on investments	3,045
Other miscellaneous sources	3,151
Interfund operating transfers in	<u>100,010</u>
TOTAL REVENUE AND OTHER SOURCES	\$106,986

SUMMARY OF EXPENDITURES FOR ALL OTHER FUNDS

January 1, 1999 to December 31, 1999

EXPENDITURES (BY FUNCTIONS)	Special revenue
Culture and recreation	\$ 87,445
TOTAL EXPENDITURES	\$ 87,445

BALANCE SHEET FOR SUMMARY OF ALL OTHER FUNDS

As of December 31, 1999

A. ASSETS	Special revenue
Current assets	
Cash and equivalents	\$ 10,389
Investments	73,027
Due from other funds	<u>5,000</u>
TOTAL ASSETS	\$ 88,416
B. LIABILITIES AND FUND EQUITY	
Fund equity/Capital	
Unreserved fund balance	<u>\$ 88,416</u>
TOTAL FUND EQUITY	\$ 88,416
TOTAL LIABILITIES AND FUND EQUITY	<u>\$ 88,416</u>

SUPPLEMENTAL INFORMATION WORKSHEET

ALL FUNDS (ADDITIONAL)

Revenue

Parks and recreation	\$ 10,510
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Expenditure

Money paid DIRECTLY to needy persons NOT covered by Federal programs (general relief, home relief, poor relief, etc.)	2,627
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Total wages paid

SALARIES AND WAGES

\$998,115

CASH AND INVESTMENTS

HELD AT END OF FISCAL YEAR

All other funds except

employee retirement funds

\$3,224,697

COMPARATIVE STATEMENT OF APPROPRIATIONS AND EXPENDITURES

FISCAL YEAR ENDING DECEMBER 31, 1999

Account	Appropriations	Expended	Unexpended Balances	Deficits
Executive	\$ 60,163.00	\$ 60,388.38	\$	\$ 225.38
Selectmen's Office	109,955.00	127,632.86		17,677.86
Town Clerk-Tax Collector	110,014.00	111,387.16		1,373.16
Treasurer & Town Trustees	5,917.00	5,954.42		37.42
Budget Committee	310.00	282.10	27.90	
Election & Registration	7,666.00	5,861.98	1,804.02	
Cemeteries	1,000.00	820.00	180.00	
General Government Buildings	28,462.00	28,095.93	366.07	
Planning Board	36,508.00	34,600.56	1,907.44	
Zoning Board	1,041.00	1,035.26	5.74	
Legal Expenses	38,400.00	44,694.19		6,294.19
Contingency	16,500.00	15,354.16	1,145.84	
Police Department	537,150.00	526,181.20	10,968.80	
Police Special Duty	7,000.00	11,499.00		4,499.00
Police Grants	2,500.00	2,550.40		50.40
PD Union Contract	33,972.00	13,918.07	20,053.93	
Pest Control	13,390.00	12,849.22	540.78	
Fire Department	269,477.00	268,291.18	1,185.82	
Emergency Management	5,500.00	5,299.99	200.01	
Emergency Planning Grants	500.00	0.00	500.00	
Ambulance	15,500.00	15,449.28	50.72	
Building Inspection	62,787.00	65,222.00		2,435.00
Highway Administration	2,856.00	3,041.93		185.93

Account	Appropriations	Expended	Unexpended Balances	Deficits
Highways and Streets	332,590.00	316,507.13	16,082.87	
Louise Drive Reclamation	125,000.00	125,000.00		
Street Lighting	8,000.00	9,865.73		1,865.73
Sanitation Administration	29,245.00	36,119.93		6,874.93
Solid Waste Disposal	232,315.00	257,234.42		24,919.42
Health Administration	2,975.00	3,490.04		515.04
Health Agencies	6,350.00	6,350.00		
Vendor Payments – Welfare	8,000.00	2,626.84	5,373.16	
Cable Committee	401.00	278.54	122.46	
Library	77,531.00	79,425.00		1,894.00
Parks & Recreation	46,498.00	45,048.86	1,449.14	
Skateboard Park Grant	9,000.00	8,978.65	21.35	
Patriotic Purposes	500.00	572.45		72.45
Conservation	2,326.00	2,326.00		
Conservation Land Acquisition	10,000.00	10,000.00		
Farmland Preservation Fund	43,506.00	43,506.00		
Int. Tax Anticipation Note	1.00	0.00	1.00	
Personnel Administration	81,350.00	82,251.37		901.37
Insurance	81,650.00	72,798.00	8,852.00	
Totals	\$2,463,806.00	\$2,462,788.23	\$70,839.05	\$69,821.28
			69,821.28	
Net Surplus of Appropriation			\$ 1,017.77	

EXECUTIVE

APPROPRIATION		60,163.00
Selectmen's Salaries	7,530.00	
Adm. Assistant's Salary	51,751.92	
Selectmen's Expenses	900.00	
Adm. Assistant's Expenses	206.46	
EXPENDED		60,388.38
DEFICIT		(225.38)

SELECTMEN'S OFFICE EXPENSES

APPROPRIATION		109,955.00
Secretary-Clerks Wages	53,188.54	
Secretary-Clerks Overtime	806.23	
Floral/Memorials	50.00	
Town Reports	7,956.00	
Assessing	12,265.91	
Tax Map Update	18,500.00	
Postage and Envelopes	327.94	
Office Supplies	2,187.93	
Printing	388.79	
Dues and Subscriptions	3,268.84	
Public Notices and Ads	329.44	
Recording Fees	4.85	
Health Insurance	11,872.36	
Consulting Services/Negotiations	1,927.36	
Software Support Service	1,745.40	
Dental Insurance	839.81	
Short-Term Disability Ins.	504.41	
Equipment Maintenance Contract	2,218.35	
Audit Services	6,055.08	
New Equipment	2,346.25	
Seminars and Conventions	135.00	
Telephone	714.37	
EXPENDED		127,632.86
DEFICIT		(17,677.86)

TOWN CLERK/TAX COLLECTOR EXPENSES

APPROPRIATION		110,014.00
Town Clerk-Tax Collector Salary	38,384.64	
Deputy Town Clerk-Tax Collector Wages	25,143.35	
Deputy Town Clerk-Tax Collector Overtime	1,390.93	
Clerk Wages	15,308.71	
Clerk Overtime	1,344.01	
Microfilming and Binding	1,133.00	
Dog Tags and Licenses	366.82	

Postage and Envelopes	4,705.76	
Office Supplies	1,448.31	
Copier Charges	3.10	
Printing	550.64	
Dues and Subscriptions	90.00	
Recording Fees	400.73	
Mileage and Tolls	1,136.22	
Health Insurance	7,029.92	
Software Support Service	3,579.40	
Dental Insurance	695.32	
Short-Term Disability Insurance	326.55	
Equipment Maintenance Contract	938.00	
New Equipment	5,636.00	
Seminars and Conventions	851.30	
Telephone	924.45	
EXPENDED		111,387.16
DEFICIT		(1,373.16)

TREASURER & TOWN TRUSTEES

APPROPRIATION		5,917.00
Treasurer Salary	4,768.00	
Town Trustees Salaries	204.00	
Safety Deposit Box Rental	85.00	
Postage and Envelopes	830.24	
Office Supplies	32.88	
Dues & Subscriptions	25.00	
Mileage and Tolls	9.30	
EXPENDED		5,954.42
DEFICIT		(37.42)

BUDGET COMMITTEE

APPROPRIATION		310.00
Copier Charges	43.78	
Public Notices	58.32	
Secretarial Services	180.00	
EXPENDED		282.10
UNEXPENDED		27.90

ELECTION & REGISTRATION

APPROPRIATION		7,666.00
Checklist Supervisors Salary	720.00	
Election Officials Wages	679.42	
Ballots	2,580.32	
Postage and Envelopes	17.35	
Office Supplies	91.89	

Printing	739.00	
Legal Notices and Ads	250.00	
Optech Programming	609.00	
Sound System Rental	175.00	
EXPENDED		5,861.98
UNEXPENDED		1,804.02

CEMETERIES

APPROPRIATION		1,000.00
Pinecrest Cemetery	400.00	
Center Cemetery	20.00	
Hillcrest Cemetery	400.00	
EXPENDED		820.00
UNEXPENDED		180.00

GENERAL GOVERNMENT BUILDINGS

APPROPRIATION		28,462.00
Custodian Wages	6,072.54	
Town Hall Custodian Overtime	35.75	
Repairs to Buildings	674.94	
Equipment Repairs & Maintenance	152.73	
Building Maintenance Supplies	1,856.79	
Lawn Maintenance	1,988.00	
Trash Container Services	579.88	
Water System Maintenance	411.32	
HVAC Maintenance Contract	848.00	
TH/PS Alarm Maintenance Contract	420.00	
Propane Gas – TH/PS	3,105.51	
Town Hall/Darrah Pay Phones	1,142.62	
Water Charges – TH/PS	1,121.37	
Town Hall/PD Electricity	9,686.48	
EXPENDED		28,095.93
UNEXPENDED		366.07

PLANNING BOARD

APPROPRIATION		36,508.00
Secretary-Clerk Wages	4,320.89	
Postage and Envelopes	577.49	
Office Supplies	193.54	
Copier Charges	100.28	
Printing	379.16	
NRPC Dues	4,125.00	
Public Notices and Ads	700.37	
Recording Fees/Copies	151.50	
Secretarial – Steno Services	1,800.50	
Consulting Engineer	126.06	

NRPC Planner	19,725.00	
Master Plan Update	1,650.00	
New Equipment	297.59	
Seminars and Conventions	25.00	
Telephone	428.18	
EXPENDED		34,600.56
UNEXPENDED		1,907.44

ZONING BOARD OF ADJUSTMENT

APPROPRIATION		1,041.00
Secretary-Clerk Wages	210.25	
Postage and Envelopes	165.27	
Office Supplies	63.50	
Copier Charge	6.74	
Dues and Subscriptions	55.00	
Public Notices and Ads	359.50	
Secretarial Services	175.00	
EXPENDED		1,035.26
UNEXPENDED		5.74

LEGAL EXPENSES

APPROPRIATION		38,400.00
Retainer Fees	18,999.96	
Litigation Fees	24,518.23	
Title Research Fees	1,176.00	
EXPENDED		44,694.19
DEFICIT		(6,294.19)

OTHER GENERAL GOVERNMENT

APPROPRIATION		16,500.00
PD Computer	2,784.00	
TCTC Service Window Speakers	1,115.00	
TCTC Computer	2,385.00	
Heat Tape Installation and Repairs	2,070.16	
Well Installation	7,000.00	
EXPENDED		15,354.16
UNEXPENDED		1,145.84

POLICE DEPARTMENT

APPROPRIATION		537,150.00
Police Chief Salary	59,508.24	
Lieutenant Wages	47,412.98	
Full Time Officers Wages	185,763.41	
FT Secretary-Dispatchers Wages	48,371.48	
Part Time Officers Wages	22,824.41	

FT Police Officers Overtime	24,346.04	
Certification/Training Wages	1,588.11	
FT Secretary-Dispatcher Overtime	161.56	
PT Officer Training	882.80	
Uniform Allowance	4,887.50	
Postage and Envelopes	665.00	
Office Supplies	2,638.12	
Dues and Subscriptions	1,258.45	
Photography	678.33	
Health Insurance	47,221.44	
Equipment Repair	342.00	
Vehicle Repairs	5,330.19	
Radio Installation & Repairs	569.00	
Minor Tools and Supplies	1,108.51	
Uniforms and Accessories	836.85	
Ammunition	2,167.80	
Equipment Rental	628.01	
Dental Insurance	5,180.81	
Tires	2,086.44	
Short-Term Disability Insurance	1,858.21	
Life Insurance	182.25	
Equipment Maintenance	4,433.04	
Union Negotiations/Arbitration	254.73	
Communication Equipment Maintenance	2,216.70	
Dispatch Service Contract	10,902.00	
Gas and Oil	5,729.91	
New Equipment	1,286.00	
Cruiser Purchase	24,467.00	
Seminars and Conventions	1,036.60	
Firearms Training Equipment	100.00	
Community Relations	414.57	
Telephone	6,842.71	
EXPENDED		526,181.20
UNEXPENDED		10,968.80

POLICE SPECIAL DETAIL

APPROPRIATION		7,000.00
Special Detail Wages	11,499.00	
EXPENDED		11,499.00
DEFICIT		(4,499.00)

POLICE GRANTS

APPROPRIATION		2,500.00
Grant Expenses	2,550.40	
EXPENDED		2,550.40
DEFICIT		(50.40)

PEST CONTROL

APPROPRIATION		13,390.00
Animal Control Officer Wages	7,975.50	
Mileage Allowance	900.00	
Kennel Repairs & Maintenance	206.64	
Postage and Envelopes	46.20	
Office Supplies	36.16	
Dues and Licenses	74.95	
Minor Tools and Supplies	115.09	
Uniform & Accessories	548.74	
Building Maintenance Supplies	138.97	
Food and Accessories	95.18	
Adoption/Euthanasia	72.00	
New Equipment	738.98	
Electricity	1,900.81	
EXPENDED		12,849.78
UNEXPENDED		540.78

FIRE DEPARTMENT

APPROPRIATION		269,477.00
Fire Chief Salary	1,500.00	
Full Time Firefighter Wages	67,053.84	
Part Time Firefighter Wages	35,260.15	
Full Time Firefighter Overtime	9,732.36	
Coverage for FT Firefighters	6,588.10	
Repairs to Station	1,280.00	
Postage and Envelopes	26.62	
Office Supplies	330.30	
Copier Charges	284.86	
Printing	312.54	
Dues & Subscriptions	1,167.92	
Pre-Employment Physical	180.00	
Mileage and Tolls	63.86	
Health Insurance	11,034.92	
Provisions	89.26	
Equipment Repairs	807.64	
Vehicle Repairs	27,393.48	
Radio Installation & Repairs	3,449.12	
Minor Tools and Supplies	737.48	
Medical Supplies	613.92	
Uniforms and Accessories	1,832.78	
Building Maintenance Supplies	1,202.63	
Oxygen Tank Refills	140.00	
Foam & Extinguisher Supplies	1,695.89	
Dental Insurance	931.08	
Tires	1,321.38	
Short-Term Disability Insurance	412.32	

Scott Air Pack Maintenance	956.45	
Gas and Oil	1,865.55	
Fire Station Heating Oil	1,300.93	
New Equipment	16,167.86	
Fire Truck Lease	48,609.00	
Chief's Vehicle Lease	7,867.19	
Seminars and Conventions	1,413.01	
Training	4,643.65	
Community Relations	484.70	
Telephone	5,928.81	
Fire Station Electricity	3,611.58	
EXPENDED		268,291.18
UNEXPENDED		1,185.82

EMERGENCY MANAGEMENT

APPROPRIATION		5,500.00
District Assessment	5,000.00	
New Equipment	299.99	
EXPENDED		5,299.99
UNEXPENDED		200.01

EMERGENCY PLANNING GRANTS

APPROPRIATION		500.00
UNEXPENDED		500.00

AMBULANCE

APPROPRIATION		15,500.00
Subsidy Contract Fee	15,449.28	
EXPENDED		15,449.28
UNEXPENDED		50.72

BUILDING INSPECTION

APPROPRIATION		62,787.00
Code Enforcement Salary	49,149.79	
Temporary Inspector Wages	4,340.00	
Postage and Envelopes	55.50	
Office Supplies	223.86	
Copier Charges	32.12	
Printing	1,113.80	
Dues and Subscriptions	486.71	
Photography	97.00	
Vehicle Repairs	404.58	
Drawings/Blueprints	79.70	
Code Materials	288.98	
Dental Insurance	456.36	

Short-Term Disability Insurance	226.80	
Gas and Oil	797.74	
New Equipment	308.97	
Vehicle Lease/Purchase	5,276.51	
Seminars and Conventions	511.67	
Telephone	1,371.91	
EXPENDED		65,222.00
DEFICIT		(2,435.00)

HIGHWAY ADMINISTRATION

APPROPRIATION		2,856.00
Road Agent Salary	590.00	
Postage and Envelope	29.31	
Office Supplies	127.36	
Copier Charges	182.87	
Printing	160.00	
Dues and Subscriptions	20.00	
Photography	108.29	
Seminars/Conventions	50.00	
Telephone	1,774.10	
EXPENDED		3,041.93
DEFICIT		(185.93)

HIGHWAYS AND STREETS

APPROPRIATION		332,590.00
Workmen Wages	26,334.10	
Workmen Overtime	3,293.37	
Health Insurance	949.14	
Equipment Repair & Maintenance	2,779.36	
Vehicle Repairs & Maintenance	7,785.91	
Minor Tools and Supplies	1,268.66	
Uniform Maintenance	636.90	
Building Maintenance and Supplies	33.93	
Drawings and Blueprints	264.29	
Salt	56,178.42	
Sand and Gravel	11,799.22	
Asphalt and Cold Patch	5,655.00	
Plow and Spreader Repairs	14,758.30	
Roadside Mowing/Clearing	6,006.14	
Signs, Posts and Accessories	4,746.06	
Road Maintenance/Improvement	9,227.87	
Pavement Striping	3,349.42	
Equipment Rental	3,219.54	
Tree Removals	1,500.00	
Road Sweeping	4,410.00	
Tires	999.50	
Gravel Road Shoulders	1,806.29	

Catch Basin Maintenance	8,710.00	
Catch Basin Replacement	14,535.21	
Equipment Maintenance	1,210.08	
Consulting Engineer	11,141.75	
Communication Equipment Maintenance	1,750.00	
Equipment Hire	73,877.86	
Gas and Oil	1,658.56	
Propane Gas – Garage Heat	2,226.34	
New Equipment	32,934.40	
Safety Equipment	215.65	
Electricity	1,245.86	
EXPENDED		316,507.13
UNEXPENDED		16,082.87

STREET LIGHTING

APPROPRIATION		8,000.00
Monthly Fees and Installation	9,865.73	
EXPENDED		9,865.73
DEFICIT		(1,865.73)

SANITATION ADMINISTRATION

APPROPRIATION		29,245.00
Facility Manager Wages	33,256.36	
Facility Manager Overtime	1,254.68	
Copier Charges	9.66	
Dues and Subscriptions	500.00	
Public Notices and Ads	34.00	
Mileage and Tolls	113.60	
Operations and License Fees	425.00	
Telephone	526.63	
EXPENDED		36,119.93
DEFICIT		(6,874.93)

SOLID WASTE DISPOSAL

APPROPRIATION		232,315.00
Assistant Manager Wages	19,239.46	
Assistant Manager Overtime	297.75	
Laborers Wages	38,945.96	
Laborers Overtime	319.37	
Building Maintenance Repairs	952.60	
Equipment Repairs & Maintenance	13,758.11	
Minor Tools & Supplies	908.52	
Uniform Maintenance	1,497.29	
Building Maintenance Supplies	623.24	
Signs/Posts/Accessories	1,418.00	

Bulldozing, Gravel/Fill	1,371.80	
Ash Disposal Expenses	4,615.55	
Disposal Expenses-Recyclables	3,042.42	
Equipment Rental	624.95	
Tire Disposals	2,106.00	
Ash Testing	6,295.00	
Demolition Material Disposal	39,700.57	
Residential Hazardous Material	3,960.00	
Tire Purchases/Loader	1,417.56	
Gas and Oil	239.14	
Incinerator Fuel Oil	19,848.34	
Propane Gas - Building Heat	411.12	
New Equipment	85,674.66	
Recycling Improvements	299.99	
Electricity	9,667.02	
EXPENDED		257,234.42
DEFICIT		(24,919.42)

HEALTH ADMINISTRATION

APPROPRIATION		2,975.00
Health Officer Salary	1,036.00	
Postage and Envelopes	17.45	
Office Supplies	35.68	
Copier Charges	5.24	
Dues and Subscriptions	10.00	
Photography	110.69	
Consulting Services	18.00	
Water Analysis	801.00	
Tires	222.64	
Communication Equipment Maintenance	50.00	
Gas and Oil	336.91	
New Equipment	20.00	
Telephone	826.43	
EXPENDED		3,490.04
DEFICIT		(515.04)

HEALTH AGENCIES

APPROPRIATION		6,350.00
Nashua Community Council	500.00	
Visiting Nurses Association	5,500.00	
St. Joseph's Community Service	300.00	
Rape & Assault Support Services	50.00	
EXPENDED		6,350.00

VENDOR PAYMENTS – WELFARE

APPROPRIATION		8,000.00
Housing	816.00	
Groceries/Household	10.10	
Utilities	1,380.92	
Medical	419.82	
EXPENDED		2,626.84
UNEXPENDED		5,373.16

CABLE ADVISORY COMMITTEE

APPROPRIATION		401.00
Equipment Repairs and Maintenance	118.83	
Minor Tools and Supplies	159.71	
EXPENDED		278.54
UNEXPENDED		122.46

LIBRARY

APPROPRIATION		77,531.00
Library Director Salary	29,679.58	
Assistant Librarian Wages	11,536.62	
Library Assistant Wages	6,526.38	
Children's Librarian Wages	8,456.90	
Custodian Wages	2,970.02	
Assistant Librarian Overtime	7.66	
Postage and Envelopes	194.01	
Dues and Subscriptions	135.00	
Mileage and Tolls	15.50	
Health Insurance	4,519.20	
Equipment Repairs and Maintenance	662.33	
Building Maintenance Supplies	472.94	
Sidewalk Snow Removal	90.00	
Library Supplies	1,371.95	
Septic Tank Cleaning	140.00	
Dental Insurance	456.36	
Short-Term Disability Insurance	189.29	
Reference Media	354.07	
Equipment Maintenance Contract	478.72	
Heating Oil	562.07	
Books and Media	6,936.18	
Seminars and Conventions	215.00	
Community Programs	110.00	
Story Time Expenses	84.97	
Telephone	707.27	
Electricity	2,552.98	
EXPENDED		79,425.00
DEFICIT		(1,894.00)

PARKS AND RECREATION

APPROPRIATION		46,498.00
Custodial Wages	95.30	
Building Repairs & Maintenance	7,403.05	
Office Supplies	233.19	
Copier Charges	92.73	
Dues and Subscriptions	34.33	
Public Notices	284.18	
Equipment Repairs and Maintenance	174.90	
Minor Tools and Supplies	437.33	
Building Maintenance Supplies	1,119.18	
Field Maintenance	338.50	
Rental – Chemical Toilet	1,052.59	
Skate Park	1,869.84	
Security Monitoring Contract	98.44	
Mowing	3,412.00	
Propane Gas	2,037.94	
New Equipment	4,523.53	
Field Improvements	5,024.25	
Youth Basketball	2,986.74	
Girls Softball	1,600.00	
Summer Program	1,202.75	
New Program Expenses	4,126.00	
Skate Park	880.50	
Telephone	932.84	
Electricity	5,088.75	
EXPENDED		45,048.86
UNEXPENDED		1,449.14

RECREATION GRANTS

APPROPRIATIONS		9,000.00
Skateboard Park	8,978.65	
EXPENDED		8,978.65
UNEXPENDED		21.35

PATRIOTIC PURPOSES

APPROPRIATION		500.00
Flags and Holders	324.80	
Wreaths	160.00	
Marching Band/Bugler	40.00	
Refreshments and Prizes	47.65	
EXPENDED		572.45
DEFICIT		(72.45)

CONSERVATION

APPROPRIATION		2,326.00
Postage and Envelopes	48.24	
Office Supplies	14.17	
Copier Charges	28.24	
Dues and Subscriptions	242.00	
Mileage and Tolls	11.58	
Wetland Study	19.94	
Property Management	5.25	
Wildlife Sanctuary Lease	1.00	
Land Survey	775.22	
Fund Balance Transfer	780.36	
Youth Fishing Derby	400.00	
EXPENDED		2,326.00

INTEREST ON TAX ANTICIPATION NOTE

APPROPRIATION	1.00
UNEXPENDED	1.00

PERSONNEL ADMINISTRATION

APPROPRIATION		81,350.00
Unemployment Coverage Expense	911.79	
FICA Contributions Expense	35,995.59	
Medicare Contributions Expense	13,742.90	
Employee Retirement Expense	12,590.45	
Police Retirement Expense	14,605.64	
Firefighter Retirement Expense	4,405.00	
EXPENDED		82,251.37
DEFICIT		(901.37)

INSURANCE

APPROPRIATION		81,650.00
Workmen's Compensation	27,900.00	
Public Official Liability	10,728.00	
General Liability & Property	14,819.00	
Umbrella	1,700.00	
Vehicles	16,554.00	
Surety Bonds	1,097.00	
EXPENDED		72,798.00
UNEXPENDED		8,852.00

WARRANT ARTICLES

APPROPRIATION		212,478.00
POLICE RETROACTIVE WAGES	13,918.07	
LOUISE DRIVE RECLAMATION	125,000.00	
FARMLAND PURCHASE FUND	43,506.00	
CONSERVATION LAND FUND	10,000.00	
EXPENDED		192,424.07
UNEXPENDED		20,053.93

HIGHWAY BLOCK GRANT FUND

Fund Balance – 12/31/98	115,410.25
1999 Revenues	113,950.86
Available Funds – 1999	229,361.11
Project Payments:	
Louise Drive Reclamation	115,410.00
Fund Balance – 12/31/99	113,951.11

OUTSTANDING BILL PAYMENTS

1998 Outstanding Payroll	14,074.25
1997 Town Hall Construction	9,190.20
1997 Ambulance Charges	1,907.33
1998 Darrah Building Warrant	50,000.00
1998 Highway Department Expenses	13,071.00
1998 Planning Board Expenses	195.48
1998 Police Department Expenses	365.50
1998 Fire Department Expenses	2,187.35
1998 Library Expenses	5,008.65
1998 TC/TC Expenses	2.60
1998 Ambulance Expenses	3,478.70
1998 Solid Waste Expenses	7,422.68
1998 Zoning Board of Adj. Expenses	90.00
1998 Recreation Department Expenses	2,272.34
1998 Street Light Expenses	1,727.42
1998 Election & Registration	9,510.00
1998 Legal Expenses	2,512.20
1998 Selectmen's Office Expenses	1,524.80
1998 General Government Building	5,337.64
1998 Building Inspection Expenses	96.11
1998 Contingency Fund	<u>31,629.25</u>
Total Payments	161,603.50

PAYMENTS TO SCHOOL DISTRICT

1998-1999 School Appropriation		3,849,261.00
1999-2000 School Appropriation	6,060,653.00	
Payments to School District	4,420,876.00	
Balance Due District		1,639,777.00

COUNTY TAX

Hillsborough County Treasurer	580,921.00
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PAYMENTS TO STATE

Marriage Licenses/Records Fees	1,684.00
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DISCOUNTS, ABATEMENTS & REFUNDS

Property Tax Abatements	2,222.50
Property Tax Overpayment Refunds	26,199.03
MV Registration Refunds	1,624.50
Replacement Checks	4,712.41
Total Abatements & Refunds	<u>34,758.44</u>

OPERATING TRANSFERS OUT

PD Union Dues	2,602.26
BCBS Health Insurance Premiums	8,106.76
MTHP Health Insurance Premiums	11,769.32
Colonial Insurance Premiums	833.13
Delta Insurance Premiums	1,705.72
FICA Employee Contributions	35,996.83
Medicare Employee Contributions	13,741.74
Employee Retirement Contributions	14,973.26
Police Retirement Contributions	31,345.59
Firefighter Retirement Contributions	7,187.12
Federal Withholding Taxes	126,838.45
Engineering Escrow Payments	44,398.18
Crowell Offsite Payments	9,714.50
Court Witness/Jury Mileage Fees	230.86
Recoverable Expenses	14,155.21
Retirees Insurance Premiums	8,164.44
Cummings Farm Offsite Recreation Expenses	9,494.48
Conservation Land Fund/Land Use Tax	780.00
Meeting House Electricity Reimbursement	955.00
Town Complex Furniture Fund	325.77
Environmental Fund	<u>250.00</u>
Total Transfers	343,568.62

REPORT OF THE TRUST FUNDS OF THE TOWN OF LITCHFIELD ON DECEMBER 31, 1999

Date of Creation	Name of Trust Fund	Purpose of Trust Fund	How Invested	PRINCIPAL					INCOME				Grand Total of Principal & Income at End of Year
				Balance Beginning Year	New Funds Created	Cash Gains or (Losses) on Securities	With-drawals	Balance End Year	Balance Beginning Year	Income During Year Percent Amount	Expended During Year	Balance End Year	
1985	Capital Reserve	Town Celebration	US Govt Securities	1,000.00				1,000.00	849.82	71.55		921.37	1,921.37
1999	Capital Reserve	Fairland Development	US Govt Securities		43,506.00			43,506.00	.00	785.01		785.01	44,291.01
1946	Selah Bixby	Library Use	Common Trust	111.68				111.68	266.44	5.1	14.71	281.15	392.83
1947	John Kennard	"	US Govt Securities	546.77				546.77	645.82	15.9	45.84	691.66	1,238.43
1968	Robert Chase	"		2,693.32				2,693.32	3,189.82	79.0	227.77	3,417.59	6,110.91
			US Govt Securities	3,351.77				3,351.77	4,102.08	100	288.32	4,390.40	7,742.17
	Aaron Cutler	Library Maintenance	US Govt Securities Stocks	14,239.15				15,601.08	27,648.20	1,679.10	5,000.00	27,717.40	43,318.48
				18,955.75		1,361.93*		18,955.75		3,390.10			18,955.75
				33,194.90		1,361.93		34,556.83	27,648.20	5,069.20	5,000.00	27,717.40	62,274.23
	Pinecrest Cemetery	Lot											
1938	Mary Marsh	Maintenance	Common Trust	109.63				109.63	339.32	1.8	15.46	333.38	443.01
			US Govt Securities										
1945	Alphonse Powers	"	Securities	110.18				110.18	362.73	1.8	15.46	356.79	466.97
1946	Selah Bixby	"		1,680.00				1,680.00	5,800.41	27.0	231.85	5,625.06	7,305.06
1959	Matthew Campbell	"		108.84				108.84	288.14	1.7	14.60	281.34	390.18
1962	George Richardson	"		108.68				108.68	264.75	1.7	14.60	257.95	366.63
1965	Mark Campbell	"		109.23				109.23	292.53	1.8	15.46	286.59	395.82
1969	Warren Goodspeed	"		3,988.47				3,988.47	8,939.45	64.2	551.28	9,447.93	13,436.40
	TOTAL			6,215.03				6,215.03	16,287.33	100	858.71	16,589.04	22,804.07

* Added To Bank Book Principal

REPORT OF THE TRUST FUNDS OF THE TOWN OF LITCHFIELD ON DECEMBER 31, 1999

Date of Creation	Name of Trust Fund	Purpose of Trust Fund	How Invested	PRINCIPAL				INCOME				Grand Total of Principal & Income at End of Year
				Balance Beginning Year	New Funds Created	Cash Gains or (Losses) on Securities	With- draws	Balance End Year	Income During Year Percent	Expended During Year	Balance End Year	
1926	Hillcrest Cemetery Charles Parker	Lot Maintenance	Common Trust Securities	103.18				176.16	3.9	9.63	23.40	265.57
1944	Zoe Whittemore	"	"	110.02				163.48	4.2	10.37	25.20	258.67
1952	J.A. Corning/G. Watts	"	"	109.55				123.05	4.2	10.37	25.20	217.77
1952	Franklin E. Bancroft	"	"	236.00				589.90	9.0	22.21	54.00	794.11
1956	E. L. Schneider	"	"	109.86				136.46	4.2	10.37	25.20	231.49
1960	Charles Leach	"	"	108.84				83.34	4.2	10.37	25.20	177.35
1965	D & W McQuesten	"	"	108.99				102.85	4.2	10.37	25.20	197.01
1965	J & C McQuesten	"	"	108.52				96.79	4.1	10.12	24.60	190.83
1966	Herbert Leach	"	"	108.44				70.65	4.1	10.12	24.60	164.61
1967	B & P Souriolle	"	"	108.28				63.13	4.1	10.12	24.60	156.93
1967	William & Gladys Locke	"	"	216.57				501.52	8.2	20.24	49.20	689.13
1970	Harold Hopwood	"	"	300.00				737.13	11.4	28.13	68.40	996.86
1978	Raymond Staples	"	"	500.00				1,012.52	19.0	46.89	114.00	1,445.41
1987	J & C McQuesten	"	"	400.00				123.79	15.2	37.51	91.20	470.10
TOTAL				2,628.25				3,980.77	100	246.82	600.00	6,255.84

REPORT OF THE COMMON TRUST FUND INVESTMENTS OF THE TOWN OF LITCHFIELD ON DECEMBER 31, 1999

HOW INVESTED		PRINCIPAL Additions			INCOME			Grand Total of Principal & Income at End of Year
No. of Shares or Other Units	Description of Investment	Balance Beginning Year	Proceeds From Sales	Balance End Year	Balance Beginning Year	Income During Year	Expended During Year	
	Pinecrest Cemetery	6,215.03		6,215.03	16,287.33	858.71	557.00	22,804.07
	Hillcrest Cemetery	2,628.25		2,628.25	3,980.77	246.82	600.00	6,255.84
	Library Common Trust	3,351.77		3,351.77	4,102.08	288.32	—	7,742.17
	Aaron Cutler Stock	18,955.75		18,955.75				
556	AT&T Common		27.91			489.50		
—	Ameritech		2.02			558.80		
522	Bell Atlantic					803.88		
664	Bell South					504.64		
480	Lucent Technologies					38.40		
23,1875	NCR							
1239	So. West Bell					636.92		
152	U.S. West					357.96		
148	Media One		1,332.00					
370	Vodafone							
		18,955.75	1,361.93	18,955.75	3,390.10			

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL STRUCTURE BASED ON AN AUDIT OF GENERAL PURPOSE FINANCIAL STATEMENTS

To the Board of Selectmen
Town of Litchfield, New Hampshire

We have audited the general purpose financial statements of the Town of Litchfield, New Hampshire as of and for the year ended December 31, 1999, and have issued our report thereon dated February 3, 2000.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement.

The management of the Town of Litchfield, New Hampshire is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of general purpose financial statements in accordance with generally accepted accounting principles. Because of inherent limitations in any internal control structure, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions, or that the effectiveness of the design and operation of policies and procedures may deteriorate.

In planning and performing our audit of the general purpose financial statements of the Town of Litchfield, New Hampshire for the year ended December 31, 1999, we obtained an understanding of the internal control structure. With respect to the internal control structure, we obtained an understanding of the design of relevant policies and procedures and whether they have been placed in operation, and we assessed control risk in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide an opinion on the internal control structure. Accordingly, we do not express such an opinion.

Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be material weaknesses under standards established by the American Institute of Certified Public Accountants. A material weakness is a condition in which the design or operation of

one or more of the internal control structure elements does not reduce to a relatively low level the risk that errors or irregularities in amounts that would be material in relation to the general purpose financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control structure and its operation that we consider to be material weaknesses as defined above.

This report is intended for the information of management and the Board of Selectmen. However, this report is a matter of public record, and its distribution is not limited.

Vachon, Clukay & Co., PC

February 3, 2000

ANNUAL REPORT OFFICE OF THE SELECTMEN

January 10, 2000

The Board of Selectmen is pleased to make this Annual Report to the citizens of Litchfield. 1999 has been a year of excitement with the coming of the new millennium and the close of the 20th century. Much has been accomplished thanks to the hard work and dedication of our town employees, elected officials, and volunteers. The following were the assignments of each selectman for 1998.

Thomas Levesque –

- Chairman of the Board of Selectmen
- Selectmen's Representative to the Planning Board
- Liaison to the Fire Department

John Devereaux –

- Vice Chairman of the Board of Selectmen
- Selectmen's Representative to the Budget Committee
- Selectmen's Representative to the Conservation Commission
- Selectmen's Representative to the Cable Committee
- Negotiator for the Town Cable Contract
- Town Representative to the Area HAZMAT Board of Directors
- Preservation of Farmland Committee

M. Patricia Jewett –

- Nashua Regional Planning Commission Representative
- Selectmen's Representative to the School Building Committee
- Preservation of Farmland Committee
- Economic Development Committee
- Hazardous Waste Collection Coordinator

John Lazzaro –

- Selectmen's Representative to the Recreation Committee
- Liaison to the Town Clerk's Office
- Cable Committee
- Chairman of the Town Web Site Committee

John Pinciario –

- Liaison to the Police Department
- Negotiator for the Police Union Contract
- Welfare Officer
- Liaison to the Incinerator & Solid Waste Committee

Clearly, the most exciting event of 1999 was the acquisition and installation of the new town incinerator. For about the cost of transportation and installation, the town now has a "barely been used" million dollar incinerator that handles close to

twice the amount of refuse than our old one. Hats off to the incinerator personnel, the solid waste committee and others that went the extra mile to make this project a success.

Despite the installation of the new incinerator, however, additional work loads have been added to our facility as more families use the incinerator (especially around the holidays). The employees at the incinerator continue to handle the increase in an efficient manner. We also appreciate all the townspeople that use the facility in the appropriate manner, and who are serious about recycling. Please remember the other three R's: Reduce, Reuse, and Recycle. Litchfield also took part in the monthly Hazardous Waste collection days in Nashua, and this service will again be available in the year 2000 from April through November.

Another exciting event was the creation of the official Litchfield Town Web Site (www.litchfield.mv.com). Much thanks goes to the Web Site committee for all the hard work that made this project a success. Litchfield has officially entered the computer age. We expect that throughout the year 2000, the different committees and boards will have an opportunity to populate their own dedicated section within the Web Site.

Another important event was the "voter supported" establishment of the Farm Land Preservation fund. Thanks to the Farm Preservation Project overseen by the Planning Board, the town has begun to focus on the preservation of Litchfield's character through Farm Land preservation. The Board of Selectmen will attempt to add to this fund with two warrant articles on the March, 2000 ballot. The Board of Selectmen welcome all contributions towards these efforts.

Another very important initiative to be started in 1999 was the establishment of the Economic Development committee (also overseen by the Planning Board). It is clear that the town's tax base needs some significant assistance in the form of commercial development. The Board has also established a relationship with the Regional Economic Development Initiative (REDI) located within the Manchester Chamber of Commerce. With imminent construction of the Circumferential Highway to be built in the Southern part of Litchfield in the future, and the Airport Access Bridge just north of Litchfield, the need for planning is paramount. Therefore, the Board of Selectmen has supported the Planning Board's effort to add a Economic Developer/Planner position on this year's ballot.

A small set back was our attempt to finalize a 10 year lease with the Historical Society regarding the use of Meeting House (formerly know as the Old Town Hall). Fortunately at presstime, the wording of the lease has been completed, and is now ready for official signatures. The Board of Selectmen look forward to a long relationship with the Historical Society and their residence at the Meeting House. While assisting the Selectmen's efforts to finalize the lease during the year, the Historical Society has provided the town many interesting and educational presentations at the Meeting House, and has again kept the Meeting House warm and preserved, instead of cold and vacant.

Mother Nature was kind to the highway department in 1999 with very few snow and ice storms. During the year, Louise Drive was completely overlaid and reconstructed.

In September, the Board of Selectmen approved the transfer of the Cable franchise from Harron to Adelpia Communications. Litchfield continues its membership in the cable consortium with Hudson and Milford. The consortium plans to renew franchise contract negotiations with Adelpia in early 2000.

Litchfield continues to be a great town in which to live, and much credit goes to all the volunteers that have worked to make it this way. Neither town, nor school could afford to pay for all the hours that were donated in 1999. To all the committees and boards of Litchfield, the Board of Selectmen wish to thank you again for your service to our community. To the Town Employees, we offer a "Thank you" for a job well done.

As in the past, the Board of Selectmen extend an invitation for each Town resident to attend at least one Board meeting in 2000. In representing the citizens of Litchfield, we need your input, for no one should be expected to govern effectively in a vacuum.

Sincerely,

Thomas Levesque, Sr.	Chairman
John Devereaux	Vice Chairman
M. Patricia Jewett	
John Lazzaro	
John Pinciario	

1999 ANNUAL REPORT OF THE ANIMAL CONTROL OFFICER

Residents of the Town of Litchfield:

This report summarizes the activities of the Litchfield Animal Control Department for calendar year 1999.

As animal control officer, I report to the Chief of Police. My duties include but not limited to enforcing all local ordinances and state laws governing animals. This includes investigating all animal complaints and taking appropriate action, which could be a warning, court action or even detaining an animal until the owner complies with the laws. I am also responsible for presenting my budget to the Chief of Police, Selectmen and Budget Committee.

I am responsible for maintaining and repairing the kennel. I also care for the animals at the kennel, which is located on Incinerator Road. I present a weekly report of my activities and hours worked to the Chief of Police. A monthly report with up to date statistics is also presented to the Chief of Police and Board of Selectmen.

At the present time I use my own vehicle to patrol the town looking for violations of animal laws that would include dogs running at large and unlicensed dogs. I also transport stray animals to shelters, pick up animal supplies and transport animals to the Health Lab in Concord for rabies testing. Total mileage used for 1999 was 7,209 with a cost factor of \$642.12 for gas.

Some of the most common calls handled are; Dogs running at large, dogs barking and disturbing the peace, animal bites, animal attacks, feral cats, animals hit by motor vehicles, animal abuse, and wild animal calls. The wild animal calls would be skunks or raccoons out during the day acting unusual. Squirrel's, snakes, etc. inside of homes.

All animals are held at the kennel for seven days. If an animal is not claimed it becomes the property of the Town. These animals are available for adoption or they are brought to the Massachusetts Society for the Prevention of Cruelty to Animals (MSPCA), located in Methuen Massachusetts.

The town receives a financial income generated by Summons issued for violations and from kennel fees for the care of animals held at the town shelter.

At this time I would like to remind all dog owners that you have to license your pets by April 30, 1999 with the town clerk. Prior to registering your dog, it must have a current rabies vaccination. Cat owners please make sure your pets have their current rabies vaccination shots also.

Please do not touch, feed or adopt any stray animal that you may come across. These animals could be diseased and infect a human. Remember, if you get to close to a stray animal and its scratches or bites you and we are unable to find or catch it, you will have to go through a series of rabies shots. All animal bites or scratches must be reported to the Animal Control Officer.

The following are some general animal laws that must be observed:

Unlicensed Dog; RSA 466:1 Minimum Fine \$25.00

All dogs 3 months old or older must be licensed through the Town Clerks office by April 30th of each year, and must have an up to date rabies vaccination.

Nuisance; RSA 466:31 Minimum Fine \$25.00 1st offense; \$50.00 Fine 2nd offense; Court action 3rd offense all within one year of 1st offense.

Dog Running At Large:

Which means it is off the premises of the owner or keeper and not under the control of any person by the means of personal presence and attention; as will reasonably control the conduct of such dog, unless accompanied by the owner or custodian.

Barking Dog:

If a dog barks for sustained periods of more than one half hour, or during the night hours so as to disturb the peace and quiet of the neighborhood or area.

Major incidents that occurred in 1999:

January a dog got loose and confronted three residents in a vicious manner. I arrived on the scene and tried to capture the dog and I was almost bitten. I needed to call for assistance. After an officer arrived we again attempted to capture the dog and again we were unable to do so. The dog ran off and confronted another resident and tried to attack him. The resident was able to protect himself by killing the dog in self-defense.

October a resident was letting her two dogs run loose inside a fenced in area when one of the dogs (pitbull) unexpectedly started to fight the other dog. During this dog fight, the pitbull killed the other dog. Per the request of the owner, the pitbull was put down before it could hurt anyone in the area.

If you have any animal questions, complaints or suggestions please call me at the Litchfield Police Department at 424-4047.

Respectfully Submitted by
Gerald Pilon
Animal Control Officer

Animal Control Activity for year 1999

Civil Summonses	1998	Revenue	1999	Revenue
Unlicensed Dogs	2	\$ 50.00	6	\$ 150.00
Dogs Running at Large	32	800.00	20	500.00
Nuisance	5	125.00	5	875.00
Menace	1	50.00	2	100.00
Vicious	3	300.00	2	100.00
No Tags	0	-	2	50.00
Rabies Vaccination	0	-	0	-
Kennel Fees		402.00		423.00
TOTAL	43	\$1,727.00	37	\$2,198.00

Warnings	1998	1999
Unlicensed Dogs	37	31
Dogs Running at Large	48	84
Nuisance	2	9
Menace	1	7
Vicious	4	8
No Tags	0	24
Rabies Vaccination	0	17
TOTAL	92	180

Wild Animal Call	1998	1999
Beaver	0	1
Coyote	0	1
Fisher Cat	0	2
Fox	1	4
Goose	0	1
Opossum	0	1
Raccoon	11	10
Skunk	16	6
Snake	3	1
Squirrel	2	5
Turkey	1	0
Turtle	1	4
Woodchuck	3	3
Traps Set for Wild Animals	0	6
TOTAL	38	45

Miscellaneous Calls	1998	1999
Dogs picked up running at large	80	94
Dogs brought to kennel	xx	42
Dogs brought to another shelter	6	7
Dog adoptions	1	0
Dog euthanized	1	0
Dogs left in motor vehicles	2	0
Dogs hit by motor vehicles	8	4
Dog bites	14	13
Dogs tested for rabies	0	3
Cat complaints	xx	30
Cats brought to kennel	xx	16
Cats Stray / Abandoned	6	16
Cats, Feral	15	5
Cats to another shelter	0	16
Cats adopted	0	0
Cats Euthanized	0	5
Cats in tree	3	0
Cat Bites / Scratches	2	12
Cats tested for rabies	0	5
Cats, traps set for capture	0	17
Rabbit Scratch	1	0
Skunk Attacks	1	0
Questions & Information calls	xx	78
Complaints handled by phone	xx	69
Calls responded to	xx	72
Called in from home	xx	47
Calls to Relicense Dogs	xx	248
TOTAL	140	799

xx = not recorded for 1998

Vehicle	1998	1999
Mileage	9,919	7,209
Cost of Gas	\$727.54	\$642.12
Tolls	\$ 4.50	\$ 1.50

Hours Worked	1998	1999
In Town	xx	631.5
At Home	xx	132.0
Training	xx	25.5
At Kennel	xx	50.0
TOTAL	730.25	839.0

xx = Exact break down not done in 1998

BUILDING DEPARTMENT

REPORT OF THE CODE ENFORCEMENT OFFICER – 1999

There were nine hundred and forty-two (942) permits issued during the year 1999 and were classified as follows:

Description	No. of Permits	Estimated Valuation
Single Family Dwellings	92	\$16,260,000.00
Two Family Dwellings	6	\$ 1,500,000.00
Utility Storage Buildings	18	\$ 22,000.00
Additions, Alterations, Renovations	38	\$ 226,000.00
Breezeways & Garages	22	\$ 350,000.00
Detached Garages	8	\$ 80,000.00
Farm Buildings	0	\$.00
Swimming Pools	44	\$ 480,000.00
Decks & Porches	51	\$ 336,000.00
Demolition	0	\$.00
Signs (Temporary)	1	
Signs (Permanent)	0	\$.00
Business Education/Church Buildings	2	\$13,000,000.00
Commercial Alteration/Renovations	1	\$ 275,000.00
Chimneys & Fireplaces	98	\$ 741,000.00
Electrical	265	\$ 1,940,000.00
Plumbing	120	\$ 832,000.00
Heating Systems	98	\$ 674,000.00
Foundations	1	\$ 4,000.00
Greenhouse	0	\$.00
Temporary Mobile Home	0	\$.00
Trench Permits	5	\$.00
Occupancy Permits	<u>72</u>	
	942	

Total estimated cost on completion of construction	<u>\$36,720,000.00</u>
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Permit Fees Received and Returned to the General Fund	\$ 85,855.25
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Administered, collected and recorded school, road, municipal, library, and recreation impact fees received and placed in escrow	<u>\$ 56,642.70</u>
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Total Fees	\$142,497.95
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Respectfully Submitted,

Roland E. Bergeron
Code Enforcement

BUILDING DEPARTMENT
ADMINISTRATION AND STATISTICAL REPORT – 1999

Violations Notices	10
Court Cases	1
Registered Complaints	130
Scheduled and Unscheduled Inspections and Re-Inspections	1,800
Telephone Calls Received for Information and Radio Dispatching	9,180
Informational Assistance given to Walk-Ins	2,190
Inspect and approved PSNH Electrical Service drops for Temporary and Permanent Electrical Service	429

1999 ANNUAL REPORT OF THE LITCHFIELD CABLE COMMITTEE

It is a pleasure that I submit the second annual report and summary of activities on behalf of the Litchfield Cable Committee. As 1999 comes to a close, I am pleased to report that it has been a successful one. The committee has made great strides in meeting its goals and the members have volunteered many hours of hard work, energy, and dedication to ensure the growth and development of cable access and services within the town of Litchfield. The report that follows attempts to highlight the activities of the Litchfield Cable Committee during the past year, as well as the future goals and issues of interest that the committee will be focusing upon.

Recognizing the need to keep the public informed and involved in decision making, this year was the first time in the town's history that both the town and school deliberative sessions were broadcast live on channel #23. The cable committee members and volunteers from Litchfield worked hard to organize, coordinate and carry out both of these events. Hopefully, this activity will be put into place on an annual basis and direct future thinking and involvement on the part of town residents in public meetings and deliberative sessions.

During this past year the committee members have worked collaboratively with the selectmen, other town officials, and the community to begin the construction of a new town access facility located behind the old Town Hall. The access studio is in process of being renovated and the timeline calls for completion of the facility by the fall of 2000. I am also pleased to report that there has been an open line of communication established between the newly hired Campbell High School Principal and the Litchfield Cable Committee. At this writing it seems encouraging that the high school planning may include a facility within the building that could house a program to train and educate students in the area of television production. The Litchfield Cable committee is willing and open to exploring collaborative efforts and encourages the high school to develop a written curriculum and hiring of qualified staff to ensure that the school and the community can implement the best possible services to the community at large.

The Litchfield Cable Committee continues to work on the development of a plan for the Litchfield Town Hall to have a broadcast center. This would enable the town to broadcast, live, all Selectmen and town government meetings. this plan is ready to be implemented as soon as the town acquires the necessary equipment and engages the cooperation and support of the cable company.

The Litchfield Cable Committee continues to be actively involved in negotiating a cable contract for the town. A company called Adephia, while contract negotiations were in session, purchased Harron Communications, which provided cable service to the town of Litchfield, therefore no final contract agreements have been made.

During the upcoming year, the committee will continue to focus its efforts on the establishment of a town TV channel on the cable system. This would enable the com-

munity to broadcast live, government meetings and local events as is now happening in the neighboring community of Merrimack.

Another goal of the committee is to work toward the establishment of high speed Internet access through the Cable Company. The committee also plans on working collaboratively with the cable company and town officials to develop an I-NET (Internal Network) for more effective and efficient communications between town offices, committees and the schools within the community.

As the Litchfield Cable Committee looks ahead to the new millennium and the upcoming year, several additional goals have been set. The first is to work hard to ensure that the town of Litchfield has a signed contract in place with a suitable cable company provider. Second, the committee will be focusing its efforts on the completion of the Town Access Studio/Communications Center. Third, the committee has made a commitment to work collaboratively with the Campbell High School principal to promote and assist in the design of a television production studio/facility within the new high school. Last, but by no means least, the committee will continue its work with other local communities to share resources and important information as it relates to cable television.

In closing, I would like to again take this opportunity to thank the Litchfield Cable Committee members for their support and dedication to the town. Their efforts do make a difference, and I commend them for their continued assistance and involvement in the community. By working together we do make a difference and the entire town benefits.

Respectfully Submitted,

John Beaulieu, Chairperson
Litchfield Cable Committee

1999 ANNUAL REPORT OF THE LITCHFIELD CONSERVATION COMMISSION

1999 was a busy year for the Conservation Commission. Over the past year we have had six active members. We can have up to seven members and three alternates. We are always looking for interested people to help us keep our commitment to RSA 36-A, our enabling legislation.

In reviewing 1999 the Commission has finished one of the biggest project ever undertaken by the Litchfield Commission since its formation in the mid-sixties. This study was the comprehensive rating system called the NH Method for categorizing wetlands by size in acres and thirteen wetland functions. This will enable us to give input to the Planning Board when site development comes into the town and work with landowners to protect wetland resources such as drinking water and flood control storage areas. This study does not replace the need to delineate wetlands by professional soil scientist when a parcel is being developed. This huge project, which has been printed out and will be available in the Litchfield Web Site and on CD-ROM, has been completed due to the diligence of vice-chairman Marjory Pitcher with computer help from Steven Pitcher. Our thanks go out to Marjory for leading us to finish this daunting project, also to all the members of the Commission and others in Town who put many hours into the study.

Other notable events for 1999 have been:

- We helped revise the Town Master Plan
- Worked with Nashua Regional Planning Commission on the Regional Environmental Planning Program to prioritize the top five areas for protection in Litchfield should monies become available at the State or Federal level. As part of this project we sent letters to landowners telling them their land had been picked as the top five priority areas and their land is an important area to the Town and the landowners could contact us if they wanted to discuss the program.
- In January we hosted a seminar by the State regarding RSA 483-B The Comprehensive Shoreland Protection Act. Later in the year we sent information packets to all land-owners within 250' of the shoreline of the Merrimack River and Darrah Pond, the two bodies that fall under the act. We established a system to inform new landowners if the property changed ownership. We also sent information items to the newspapers, for publication, regarding the shoreline act.
- We supported the Planning Board in proposing the site specific soil surveys in the subdivision regulations.
- We worked with the Litchfield Parks and Recreation to provide for a public trail at Parker Park at the intersection of Route 3A and Pinecrest road.
- In June we distributed state pamphlets to the middle school students, on OHRV safety and proper use of their vehicles.
- We reviewed, researched and commented on several proposed development plans in Town, both commercial and residential site plans.

- Held our annual youth fishing derby on May 8 at Chase Brook.
- Help to initiate the development of a Town website with the Selectmen.
- We published a wetland brochure for the public and updated the Introduction to the Litchfield Conservation Commission brochure, updated the Litchfield Bird Checklist. All are available at the Moore's Falls Kiosk.
- Maintained the Moore's Falls Area by cutting brush on the trails, supplying the kiosk with information brochures, and have the granite bounds placed at the boundaries of the Town owned property.
- Received a donation of land, formally the electric car track (trolley), from PSNH for the Moore's Falls Conservation Area.
- Worked with the adjacent landowners to acquire a lease over additional trolley track for access to our town owned Moore's Falls land.
- Worked with NH Fish and Game conservation officer, Dave Walsh, on several mutual protection projects.
- Worked with The Nature Conservancy on a management plan for the State owned Grassy Pond area.
- Attended seminars on topics given by the NH Association of Conservation Commissions and other programs on soils, forestry, and laws relating to conservation.
- Cleaned a two mile stretch of Route 3A four times with the State ADOPT-A-HIGHWAY program.

We invite the public to attend our monthly meetings on the first Thursday of each month at the Town Hall Conference Room at 7:30 p.m.

Respectfully submitted,
 Joan McKibben, Chairman
 Marjory Pitcher, Vice-Chairman
 Torene Tango-Lowy, Secretary
 Ray Peeples, Representative to the Planning Board
 Francis Drouin
 John Devereaux, Selectmen's Representative

LITCHFIELD FIRE/RESCUE SERVICES

It is my pleasure to present my 15th annual report of the Fire/Rescue Services to you. During 1999, the department responded to 376 incidents of various types and duration, the breakdown of which follows this narrative. Notable events impacting the department during the year included a large propane leak on Colonial Drive and fires at the Rib Shack; Shorty's; Lamper Drive and Horseshoe Drive. These fires along with several smaller ones, in 1999 caused an estimated \$253,716.00 in property damage. It is noteworthy that our calls dropped slightly last year, this due to the absence of any heavy snowstorm or hurricane, either of which cause multiple incidents during and after the storms.

Department members again attending over 100 hours of training on various subjects in firefighting, emergency medical and hazardous materials areas. Several new members joined the department this year and have or continue to attend the New Hampshire Fire Academy Level I A & B firefighting classes, which last 4 to 6 months. In addition, all personnel continue to participate in intensive vehicle extrication training with the rescue tool as well as training with the defibrillator, air monitor and radiological monitors and also completing Hazardous Materials Operations level refresher classes. All department members were again able to use the state-of-the art training sites at the New Hampshire Fire Academy, which proved invaluable in maintaining our skill levels. Members also completed basic swift water training programs with the two rescue boats and our full-time Lieutenant became certified as a swift water rescuer by training with the Manchester Fire Department for several weeks. This training allowed us to place the new 16 ft. Zodiac rescue boat in full service, giving us two marine rescue units for service.

Our emergency medical services (EMS) personnel also completed over 36 hours of continuing training both in the hospitals and our classroom. Four more of our members completed classes and have been certified as Emergency Medical Technicians. Two of them went further, completing Intermediate classes, allowing the administration of intravenous fluids on scene.

Our fire safety compliance inspection program continues, with over 51 businesses and multi-unit residential units surveyed this year. In addition all schools and kindergartens are given monthly fire drills to insure orderly evacuation in the event of an emergency. The full time staff has utilized provisions of the new State Fire Code (NFPA 1), which have resulted in several changes in code compliance. I thank the property owners for their patience in adapting to the new provisions of the code and I also want to thank our Code Enforcement Officer, Mr. Bergeron again for his efforts in promoting and assisting in our fire safety efforts.

Once again special thanks to the Litchfield Women's Club, Litchfield PTO, Bruce Transportation Co. and the Litchfield Firefighters' Association, for their efforts and support for the Open House held annually during Fire Prevention Week! As always I want to recognize our full-time and call fire personnel for their school and child care center programs, which continue to be well received.

As usual, our fund raising activities for the Litchfield Firefighters' Association will commence in March, with the annual Ham & Bean Supper at GMS Cafeteria on Saturday, March 25, 2000 from 4:30 to 7:00 p.m. Your continued support and attendance is very much appreciated, as we use the proceeds of the fund raising events to pay for items such as the defibrillator and also for the supplemental insurance policy for the firefighters in the event they are injured or killed while performing their duties for the Town.

Remember to DIAL 9-1-1 FOR FIRE, POLICE AND/OR EMERGENCY MEDIAL SERVICE (EMS) in all areas of Litchfield!

As always, I wish to sincerely thank the men and women of the department for their dedication and the provision of countless hours of service to the department and the town. We continue to get busier and busier, and this certainly puts a great strain on their "free time". I am proud to say every year their efforts in responding to your emergency needs provide you with one of the finest, most cost effective per capita services available in the region.

I would also like to thank the various boards and commissions in town for their support and cooperation throughout the year, and as always, to you the taxpayer for your support in our efforts to keep Litchfield fire-safe and provide you with prompt, efficient emergency medical care.

Respectfully submitted,

Brent T. Lemire
Chief of Department

LITCHFIELD FIRE/RESCUE SERVICES

Members – 1999

Fire Chief
Brent T. Lemire

Deputy Fire Chief
James R. Beetz

Deputy Fire Chief
Brian G. Barton

Company A
Captain: Michael Croteau
Lieutenant: David Mayopoulos

Company B
Captain: Thomas Schofield
Lieutenant: Douglas Nicholl*

Firefighters:
Bagley, Bobbie
Ballou, Jeff
Barton, Steve
Daviault, Alan
Earl, Derek
Gilbert, Stan
Hogencamp, Dwayne
Jack, Roy
Kearns, Tim
Mitchell, David
Makarawicz, Keith
Stanhope, Michael
Tremblay, Eric

Firefighters:
Adams, Warren
Allard, Paul
Bagley, Joshua
Ballou, Greg
Carter, Mark
Garand, Pierre
Hebert, Tim
Jones, Rod
Nelson, Ken
Perault, Matt
Pinard, Norm
Shea, Matthew
Travis, John

* Full time staff

1999 CALLS

LITCHFIELD FIRE/RESCUE SERVICES

Total Number of Incidents: **376**

Fires:	30
Special Service:	319
False Alarms:	8
Accidental Alarms:	19

Types of Fire Calls **30**

Structure:	12
Brush:	10
Vehicle:	5
Dumpster:	1
Mutual Aid (Fire Scene):	2
(1-Auburn, 1-Londonderry)	
Miscellaneous:	00

Types of Special Service Calls: **319**

Mutual Aid (Station Coverage):	11
(3-Hudson, 2-Londonderry, 5-Manchester)	
1-Bedford)	
Mutual Aid (River Rescue): 2-Manchester	2
Mutual Aid (Aircraft Emerg.): 1-Manchester Airport	1
Medical Emergencies:	168
Vehicle Accidents: 25	
OHRV Accidents: 3	
Home: 118	
School: 7	
Businesses: 10	
Walk in: 1	
In Vehicle: 2	
Police Dept: 2	

Hazardous Materials Incidents: 7

MISCELLANEOUS

Animal Rescue:	0
Arcing Wires:	1
Assist Occupant:	3
Assist Police:	2
Bee Emergency:	1
Check Conditions:	12

CO Detector Activation:	5
*(Actual co leaks under Hazardous Materials)	
Controlled Burn:	44
*(Dump calls, legal burning permits investigated)	
Electrical Problem:	3
Hazardous Condition:	2
Illegal Burning:	7
Lightning Strike:	1
Lock out:	2
Odor Investigation:	5
Powerline Down:	9
River Search:	2
Smoke Investigation:	23
Transformer Explosion:	1
Tree on House:	1
Tree on Wires:	3
Water Problem:	3
Wrong Location:	0

*(Calls w/same address names, found to be in another town.)

Total Medical Calls:	168	
Total Fire/Special Service:	208	(Excluding Medical from Special Service)
Total Number of Incidents:	376	
Total of Property Damage:		\$253,716.00

REPORT OF TOWN FOREST FIRE WARDEN AND STATE FOREST RANGER

To aid your Forest Fire Warden, Fire Department and State Forest Ranger, contact your local Warden or Fire Department to find out if a permit is required before doing ANY outside burning. Fire permits are required for any open burning unless the ground is completely covered with snow where the burning will be done. Violations of RSA 227-L:17, the fire permit law and the other burning laws of the State of New Hampshire are misdemeanors punishable by fines of up to \$2,000 and/or a year in jail. Violators are also liable for all fire suppression costs.

There are eleven Forest Rangers who work for the New Hampshire Division of Forests and Lands, Forest Protection Bureau. During the 1999 season Forest Rangers were busy assisting communities with suppression of difficult and remote multi-day fires. Forest Rangers have also investigated numerous complaints regarding violations of the timber harvest and forest fire laws, and taken enforcement action to ensure compliance. If you have any questions regarding forest fire or timber harvest laws, please call our office at 271-2217.

There are 2400 Forest Fire Wardens and Deputy Forest Fire Wardens throughout the state. Each town has a Forest Fire Warden and several Deputy Wardens who assist the Forest Rangers with forest fire suppression, prevention, and law enforcement. The 1999 fire season was a challenging but safe year for wildland firefighters in New Hampshire. The severe drought conditions throughout the spring and summer months combined with residual effects of 1998 Ice Storm, resulted in a dramatic increase in wildland fires. In addition to burning in excess of 452 acres, 35 structures were also impacted by wildfire. Wildland fires in the urban interface is a serious concern for both landowners and firefighters. Homeowners can help protect their structures by maintaining adequate green space around them and making sure that houses are properly identified with street numbers.

The State of New Hampshire operates 15 fire towers, 2 mobile patrols and 3 contract aircraft patrols. This early detection and reports from citizens aid in the quick response from local fire departments. This is a critical factor in controlling the size of wildland fires and keeping the loss of property and suppression costs as low as possible.

Please contact your local fire department before doing ANY outside burning.
REMEMBER ONLY YOU CAN PREVENT FOREST FIRES!!

1999 FIRE STATISTICS
(All Fires Reported thru December 10, 1999)

TOTALS BY COUNTY

	<u>Numbers</u>	<u>Acres</u>
Hillsborough	271	50
Rockingham	218	111
Merrimack	213	115
Belknap	139	66
Cheshire	131	28
Strafford	98	26
Carroll	81	17
Grafton	70	18
Sullivan	62	17
Coos	18	3.25
	<u>Total Fires</u>	<u>Total Acres</u>
1999	1301	452.28
1998	798	442.86

CAUSES OF FIRES REPORTED

Debris Burning	352
Miscellaneous*	279
Smoking	188
Children	176
Campfire	161
Arson/Suspicious	54
Equipment Use	43
Lightning	42
Railroad	6

* Miscellaneous (powerlines, fireworks, structures, UHRV)

Respectfully submitted,
Fire Chief Brent T. Lemire
Litchfield Forest Fire Warden

Brad Simpkins, Forest Ranger
NH Division of Forests and Lands
District 3

SOUTHEASTERN N.H. HAZARDOUS MATERIALS

MUTUAL AID DISTRICT

The Southeastern New Hampshire Hazardous Materials Mutual Aid District is organized as a regional solution to the hazardous materials response problem. The purpose of the district is to prepare our communities, regionally, for responses to hazardous materials incidents, both with training and equipment. The 14 communities that comprise the district are: Auburn, Atkinson, Chester, Danville, Derry, East Derry, Hampstead, Hooksett, Litchfield, Londonderry, Pelham, Plaistow, Salem, and Windham.

The District is managed by an Operations Committee, consisting of a Chief Officer from each member community, who carry out the day-to-day business of the organization; and a Board of Directors, consisting of an elected or appointed member of municipal government in each member community, who provide oversight and fiscal management.

The District has now completed the processing of training and equipping the team for Level "A" response.

District resources include two response trailers, equipped with generators, oil spill and decontamination equipment, chemical reference material, protective suits, and communications equipment. The District is in the process of replacing our response truck with a pickup style towing vehicle and a large response trailer equipped as a dressing area for the team, a research area, a communications area, and equipment storage. The District trailers and truck are strategically located to respond to any community requesting them. An EMS Mass Casualty trailer located in Londonderry, available for response to medical incidents with a large number of patients.

The District's Level "A" Hazmat team, comprised of fire personnel from member communities, has responded to many incidents and received praise from regulatory agencies on the professionalism of its operation. The team trains monthly, and is on-call to respond to member communities, to conduct research, advise the incident commander on control activities and safety, and fill incident command system staff positions. They also assist member communities with planning, since the District has been recognized as a regional Local Emergency Planning Committee, to comply with SARA Title III of the federal regulations governing hazardous materials. This allows the District to be eligible for Emergency Management Assistance funding.

The District has received a \$12,000 planning grant from the New Hampshire Office of Emergency Management, as a result of which a web page is being designed for public access to hazardous materials information.

Our Board of Directors has also authorized us to conclude mutual agreements with other regional Hazmat response organizations. The District continues to make progress in providing the most cost effective manner of responding to a hazardous materials incident.

Respectfully Submitted,
For the Board of Directors
Richard Plante, Chairman

For the Operations Committee
Chief Brent T. Lemire

HEALTH DEPARTMENT

REPORT OF THE HEALTH OFFICER 1999

Description	Cases	Permits	Inspections
Individual Sewerage Disposal Systems		125	250
Individual Wells		34	34
Viewing Test Pits & Soil Percolation Rates			121
Inspection of Food Service Establishments			8
Inspection of Mobile Home Parks			6
Dog Bites Reported by Animal Control Officer	13		
Cat Bites	12		
Raccoon Bites	0		
Rabbit Bites	0		
Complaints Received & Investigated			35
Foster Home Inspections		10	10
Child Care/Day Care Facility Inspections	10	10	10
Kindergarten/Nurseries	5	5	5
	<hr/> 40	<hr/> 184	<hr/> 479

Respectfully Submitted,

Roland E. Bergeron
Health Officer

LITCHFIELD HIGHWAY DEPARTMENT 1999 ANNUAL REPORT

The Highway Department remained very active in 1999 due to the continued construction of new subdivision roads and the completion of Town projects.

During the 1999 season the following subdivision roads were constructed by private developers:

Brenton Street (portion of street)
Kendall Court
Lund Street
Lydston Lane

Homestead Court
Grove Court
Bear Run Drive (portion of street)
Pillsbury Street

These new streets total 2.1 miles of roadway, bringing the total length of Town maintained streets to approximately 65 miles. This is a 3% increase just during 1999.

In addition to overseeing private development, the Highway Department completed one Town funded project. Louise Drive was reconstructed this past summer. This project consisted of reclaiming (grinding) the existing road surface, replacing existing drain culverts, adding additional drainage structures and piping, re-grading the road and placement of three inches of pavement. This project was designed by SEA Consultants Inc. and as the result of a competitive bid process, the construction of the project was completed by Continental Paving, Inc. This project was completed on budget.

This fall, the Highway Department worked closely with SAU #27 on the design of road improvements to Albuquerque Avenue from Wood Hawk Way to Talent Road. These proposed improvements are necessary to ensure free flowing and safe travel of vehicular traffic along Albuquerque Avenue when the new High School opens in the fall of 2000. The design and subsequent improvements to Albuquerque Avenue, which include road widening, additional street lighting and safety signs, will be funded by the School District, at no cost to the Town.

This fall the Highway Department updated the 5 Year Capital Improvement Plan and the NH Block Grant Program. The Highway Department's 5 year Capital Improvement Plan is a planning tool used to lay out capital expenditures for the next 5 years. In the CIP, I have identified costs related to purchases such as snowplows, sanders, trucks, etc. Also included in the plan are streets that are scheduled for maintenance or reconstruction work and the associated costs.

The NH Block Grant Program, administered by the State Bureau of Transportation Planning, returns tax dollars to communities for road construction and maintenance projects. The amount of money returned to a Town is based on the number of miles of class V roads in the Town. For this reason, the Highway Department submits updated block grant forms each year to ensure that Litchfield always receives the maximum allotment allowable under the program. Currently the Town of Litchfield receives \$125,000.00+ in State Block grant aid.

In addition to the State Block Grant Program mentioned above, the Highway Department also submitted applications for funding under the Federally funded Surface Transportation Improvement Program (STP) and Transportation Enhancement (TE) Program. Road improvements are funded under the STP and bike/pedestrian projects are funded under the TE program. Roadway and bike/pedestrian projects and the associated cost are identified and the Highway Department then submits an application for funding, at the local level, to the Nashua Regional Planning Commission. Regional Planning prioritizes the applications and sends the applications to the NH Department of Transportation (NHDOT) for inclusion in the respective program. If an application is approved by the NHDOT, then funds are provided for 80% of the project cost and the Town is responsible for only 20% of the cost. The Town previously received \$240,000 from this program which was used for the design and construction of 12,000 feet of pedestrian/bikeway beginning at Page Road and running northerly along Albuquerque Avenue to Pinecrest Road. This section of pedestrian/bikeway was completed during 1997.

This year the Highway Department requested \$12,000 be included in the Highway Department budget to create a Road Surface Management Plan. A Road Surface Management Plan is a comprehensive list of all the Town maintained streets and roads. Contained in the Road Management Plan is information such as the length and width of a street, condition of the road surface, information on the safety and adequacy of the street, drainage problems, and sight distance problems. All the streets and roads in Town will be rated based on road condition and safety related criteria. Upon completion of the street rating process, the information is used to prioritize the streets and determine which streets should be repaired first. Many towns use this priority list to plan street repair strategy and associated costs as part of their Capital Improvement Plan. Once the plan is implemented, it begins to serve as a repair record for all the streets in Town. The board of Selectmen have recommended the funds for this project be provided in the 2001 Highway Department Budget.

This year, our office, with the approval of the Board of Selectmen, will present two Warrant Articles at Town meeting.

Warrant Article #3 is for the construction of Albuquerque Avenue from April Drive to NH Route 3A. This portion of roadway is located just above the Sawmill Brook Development and is the most northerly section of Albuquerque Avenue. This project includes approximately 2,200 feet of new construction and 1,750 feet of road widening to existing NH Route 3A. Completion of this portion of Albuquerque Avenue will open up commercial/industrial property which bounds the roadway on both sides. Providing access to the commercial/industrial property will improve the Town's tax base with no financial burden on the school system or municipal services.

An 8 foot wide pedestrian bikeway is proposed along the south side Albuquerque Avenue and will be completed as part of the project. A new waterline, paid for by the new St. Francis Church, currently under construction, will be constructed within the Town right of way, in conjunction with the new road. The Town is currently working on completing right of way negotiations with project abutters and has negotiated with a developer to provide financial support for 50% of the project cost.

Warrant Article #4 is for the construction of 3,000 feet of Albuquerque Avenue from Meadowbrook Lane to Hillcrest Road. The construction of this portion of Albuquerque Avenue will provide direct access for the southern residents of Town, to the new Town Municipal Building, located at the corner of Hillcrest and Albuquerque Avenue. This Municipal Building houses the Highway Department, Building Department, Selectman's office, Planning Board, Town Clerk, Town Tax Collector and Police Department. As part of the construction of this section of Albuquerque Avenue, a second drive entrance will be constructed to the Municipal Building offering residents direct access from Albuquerque Avenue. Completion of this portion of Albuquerque Avenue will provide a through roadway from Page Road to April Drive. With the planned fall 2000 opening of the new Campbell High School at the corner of Talent Road and Albuquerque Avenue, this portion of Albuquerque Avenue becomes more important for traffic traveling south toward the High School and will prevent the increased traffic from passing through existing neighborhood streets. Also included as part of this project is the construction of an eight foot wide pedestrian/bikeway along the east side of the road.

Major NHDOT Projects – The Highway Department has been unofficially informed by the NHDOT, that the north end of the proposed Circumferential Highway is tentatively scheduled for construction in 2001. This project (phase 1) will begin at the Route 3A interchange and extend to the F.E. Everett Turnpike (exit 9) including road work, bridge work and a pedestrian/bikeway to Merrimack. Upon completion of this portion of the project, the NHDOT will construct a connector from the Route 3A interchange to Route 102 (Derry Road) then continue to Route 111 in Hudson, where it will terminate.

The construction of the Circumferential Highway will result in an increased traffic load on Route 3A. I plan to work with the NHDOT to prepare a long range plan for upgrading Route 3A to accommodate the anticipated increased traffic load.

I would like to take this opportunity to thank the Police Chief, Thomas Iverson and the Fire Chief, Brent Lemire for their continued support and work with the Highway Department. I look forward to continuing our work with the Police Department and Fire Department throughout the coming year.

In closing, I would like to thank the Town office staff, Terry Brodeur and Lori Dogopoulos, and in particular, the Administrative Assistant Cecile Durocher, for assisting me in performing my day to day duties as road agent. With the continued support of the Town residents and adequate funding, I will continue to maintain and upgrade our existing roadway system at a reasonable cost.

Our office is located at Town Hall on Liberty Way and is open weekdays (Monday through Friday) with the exception of holidays, from 8:00 AM to 4:00 PM. We are available to listen to your concerns, comments, and recommendations.

Respectfully Submitted,
Roland E. Bergeron
Road Agent

HILLCREST CEMETERY ASSOCIATION
NOTES TO FINANCIAL STATEMENT
December 31, 1999

The Hillcrest Cemetery Association is a non-profit association established on November 11, 1908, to improve and maintain the Hillcrest Cemetery located in Litchfield, New Hampshire.

CASH/SAVINGS

Checking Acct. – St. Mary's Bank	\$ 1,176.08
Savings Acct. – St. Mary's Bank	2,836.90
Certificate of Deposit – St. Mary's Bank	<u>8,085.06</u>
	\$12,098.04

CONTRIBUTIONS

Town of Litchfield	\$ 400.00
Cemetery Trust	600.00
Perpetual Care	<u>400.00</u>
	\$ 1,400.00

INTEREST INCOME

St. Mary's Bank (NOW)	\$ 4.37
St. Mary's Bank (Savings)	74.16
St. Mary's Bank (CD)	<u>385.06</u>
	\$ 463.59

INCOME STATEMENT
(As of December 31, 1999)

INCOME

Contributions	\$1,400.00	
Interest Income	<u>463.59</u>	
		\$ 1,863.59

OPERATING EXPENSES

Maintenance	\$1,072.50	
NH State Fee	50.00	
Rental (S.S. Box)	<u>55.00</u>	
		\$ 1,177.50

**HILLCREST CEMETERY ASSOCIATION
BALANCE SHEET**

December 31, 1999

ASSETS:

Cash	\$ 1,176.08
Savings	2,836.90
Certificate of Deposit	<u>8,085.06</u>

TOTAL ASSETS: **\$12,098.04**

LIABILITIES: **-0-**

EQUITY:

Principal Fund	\$11,411.95
Net Gain	<u>686.09</u>

\$12,098.04

AARON CUTLER MEMORIAL LIBRARY

LIBRARIAN'S REPORT

The Aaron Cutler Memorial Library continued to move forward in 1999 through collection development, automation preparation, the addition of interlibrary loan and EBSCO Host, plans for handicap accessibility and increased children's programming.

Cutler Library averages 41 patrons per day borrowing a total of 23,964 books, and/or other materials. Of that number, children borrowed 17,678. 363 new patrons registered for library cards and 869 new materials were added to the collection.

The Library continues to compile and edit records for the New Hampshire Union Online Catalog and for future use in an automated circulation system.

The Library expanded its use of the New Hampshire Automated Information Systems (NHAIS) by adding interlibrary loan and EBSCO Host to services offered. Through the interlibrary loan program, patrons may request materials from other libraries in the region. Books are delivered in approximately 10 - 20 days. EBSCO Host is an online periodic database, allowing patrons access to magazines, newspapers and journals not found in the library's collection.

Architectural plans were drawn up for the proposed addition of an elevator in compliance with the American's with Disabilities Act. Public meetings were held to discuss the addition and a petition was circulated to present the proposal as a warrant article at the next Town Meeting.

The Young Reader's Room was busy this year hosting Story Time, Dr. Seuss Night, the Summer Reading Program, the Write Stuff Night and the newly added Kid's Club. 66 children age 3 and 4 participated in Story Time in 1999. Story Time is held three times a week with children registering for 6 - 8 week sessions. Each session accommodates 30 children. Dr. Seuss Night attracted 70 adults and children for shared reading, games, and refreshments. 60 children registered for the 6-week summer reading program and 317 books were read. Working with Mrs. Faro, the Reading Specialist at Griffin Memorial School, the library hosted The Write Stuff Night bringing together student authors and their families for shared readings and discussion. Finally, Kid's Club was added to the children's programming menu offering after-school activities for children age 5 - 10. Two editions of Kid's Club were held with 34 children participating.

The Friends of Aaron Cutler Memorial Library continued to support the library through the sale of books and Christmas ornaments and through the proceeds from the newly formed Community Coffeehouses held at Darrah Pond. The Friends bought library passes to the Mt. Kearsarge Indian Museum in Warner, the SEE Science

Center in Manchester and the Squam Lakes Natural Science Center in Holderness. In addition to library passes, the Friends brought the Little Red Wagon of UNH to Darrah Pond to end the summer reading program with the production of "The Near-Sighted Knight and the Far-Sighted Dragon." The Friends also provided refreshments and prizes for many of the children's programs.

Respectfully submitted,

Vicki Varick
Children's Librarian

LIBRARY TRUSTEES REPORT

This past year the Trustees of the Aaron Cutler Memorial Library have spent a great deal of time preparing to make the library accessible to all of the town's residents. After researching several types of lifts, we have chosen one that we feel best suits the needs of the library. The architectural firm of Sheer, McCrystal and Palson of New London, New Hampshire was selected to draw the plans for the housing of the lift and a handicapped accessible bathroom. The exterior modifications to the library have been designed in such a way as to protect the integrity of one of the most important historic public buildings in the town. The lift housing will be located in the area of the rear door of the library and will not be visible from the front of the building. The modifications which we have proposed will bring the library into compliance with both state and the federal requirements for handicapped accessibility to public buildings.

The past year the library added two more computers, one of which is to be available in the Florence C. Center Young Reader's Room. This year we will also replace our antiquated copier and also install a fax machine for public use.

The Trustees wish to thank the many Litchfield residents and businesses for their generosity and support throughout the year. We also wish to thank Rosalyn Calawa for planting and maintaining the library's summer flowers, and the Litchfield Garden Club for their festive holiday decorations.

The Trustees would like to acknowledge and thank the library staff: Children's Librarian, Vicki Varick; Assistant Librarian, Florence Hamilton; Library Assistant, Cheryl Brigham; and Custodian, Heidi Magaffagan for their dedication, professionalism and hard work during the past year.

I would like to thank each of the Trustees: Vice Chairman Quentin Lewis; Treasurer, Carolyn Leary Lambert, Pamme Boutselis, Candace Hale, Zendelle Bouchard and Charles Munion for their contributions to making our library a valuable public resource.

Respectfully Submitted,
Dr. Steven P. Calawa

1999 ANNUAL REPORT OF THE RECREATION COMMITTEE

The goal of the Litchfield Recreation Committee has been to enhance the social and recreational opportunities available to Litchfield residents. We are happy to report that 1999 has been a very successful year in accomplishing this objective.

The recreation programs sponsored by the town have increased dramatically this year. The program has grown from one of barely maintaining athletic fields to upgrading fields and facilities, coordinating activities for adults, youth, and families, obtaining thousands of dollars in grants and building one of the first and most exciting skate parks in New Hampshire.

The Litchfield Skate Park is certainly the shining star of Litchfield's recreation program. The Recreation Committee has assumed responsibility for the skate park located at Roy Memorial Park and with help from the "Friends of Litchfield Skate Park" and a lot of effort from committee member Nancy Lewis the park now serves hundreds of youth daily. Nancy has obtained two grants totalling close to \$18,000 for improvements at the Skate Park. Under her supervision the equipment has been rebuilt and an exciting bowl ramp has been added as well as ramps for more novice skaters. This past year we hosted a skateboarding contest and a demonstration featuring the top skateboarders in the country. The committee wishes to thank Rhonna Charbonneau and the Hillsborough County Commissioners, skate park designer David Wood and the Eastern Boarder skate shop for their continued support of Litchfield's youth and the skate park.

This spring saw the completion of the renovations to the recreation hall at Roy Park. We promised the townspeople that the building would be heated and used for various indoor activities and we delivered. The building has been used daily to host many activities including youth and adult basketball, cheerleading and scouting, as well as special events. These events included "Comedy Nites", teen dances, indoor movies, Battle of the Band nights and evening coffeehouses. Friday nights became drop-in center night for teens and families. The committee has enjoyed supporting scouting, school, church and library groups that have used this facility and also wishes to express its gratitude to Roland Bergeron for supervising the renovation of the recreation hall.

Outdoor movies returned to Litchfield in the summer of 1999. Five family movies were presented behind the recreation hall at Roy Park. Hundreds of kids and parents enjoyed the free movies this summer. This successful program will be expanded to include indoor movies this winter and return again next summer.

The recreation committee was proud to team up with Girls Inc. of Nashua to run our annual summer camp program this year. After years of supervising the summer camp program the committee realized that it could not offer the professional, licensed supervision necessary to meet the needs of Litchfield's children. We met with Girls Inc. and the Nashua YMCA to discuss our options. It was mutually decided that since they were operating a summer program at GMS, Girls Inc. would be an appropriate choice to manage our summer camp program. We are very happy with the results of this venture and received a great deal of positive feedback from parents of this year's campers. We are pleased to offer a fun and safe summer environment for our children.

The fall brought rededication of the recreation hall as Talent Hall in honor of WWII veteran Harvey Talent. The Historical Society organized a wonderful ceremony commemorating this event. The sprinkler system at Roy Park was improved and a system was installed at the Brickyard soccer field.

Eagle Scout Sean Boutselis coordinated the installation of two horseshoe pits at Roy Park. Watch for the first Litchfield Horseshoe Tournament in the spring.

November brought a stargazing evening to hundreds of Litchfield's families. We looked at Saturn, Jupiter, the stars and the moon. We were entertained by an informative slide show by astronomers from both New Hampshire and Massachusetts' astronomy clubs.

Possibly the most rewarding event this year was one of our last. The Christmas Caroling evening was enjoyed by dozens of families as we paraded along Woodhawk Way entertaining our neighbors. Watching the excitement of the children as they scurried from house to house was a tremendous way to welcome the holiday season. Thanks to Judy Tracy for organizing this fun family event. Sales of discount movie passes were tremendous and sold out just before Christmas. We were happy to provide this service.

The future promises more of these programs as well as programs sponsored in conjunction with the YMCA and Girls Inc. Watch for programming aimed towards preschoolers, teens, and adults. The YMCA and Girls Inc. are preparing to offer on site programming for Litchfield residents beginning this winter. The recreation committee is grateful to these groups for extending their services to our community. We are also grateful to Litchfield Little League and Litchfield Youth Soccer for their cooperation and assistance in maintaining the towns sports fields. Both groups have provided a great deal of labor and financial assistance. Thank you to the women of the Town Clerk's office for assisting in selling tickets for our events and to the Police Department for its continued support. We Appreciate the support of the Budget Committee and look forward to continued support from the Board of Selectmen and their administrative staff.

Personal thanks goes to Nancy Lewis, Horace Seymour, John Boutselis, Larry Levesque and Selectman John Lazarro for the privilege of working with you to service the recreational needs of Litchfield.

The Recreation Committee is seeking the town's support in forming a Recreation Commission. Such a group would have more authority to enhance recreation in Litchfield and would reduce the burden placed on the Board of Selectmen. Your support of this initiative is much appreciated.

Respectfully submitted,

Richard T. Rafferty
Litchfield Recreation Committee

PINECREST CEMETERY ASSOCIATION OF LITCHFIELD, NH
BALANCE SHEET
DECEMBER 31, 1999

ASSETS

Current Assets:

Cash	\$4,628.78
Savings	3,061.86
Certificates of Deposits	<u>5,418.25</u>

Total Current Assets	<u>\$13,108.89</u>
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Total Assets	<u><u>\$13,108.89</u></u>
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LIABILITIES & EQUITY

Current Liabilities:	\$ 0.00
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Long Term Liabilities:	0.00
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Equity:

Principal Fund	\$8,518.25
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Income Fund	4,802.99
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Net Income (Loss)	<u>(212.35)</u>	<u>4,590.64</u>
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Total Equity	<u>13,108.89</u>
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Total Liabilities & Equity	<u><u>\$13,108.89</u></u>
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PINECREST CEMETERY ASSOCIATION OF LITCHFIELD, NH
INCOME STATEMENT
FOR TWELVE MONTHS ENDED DECEMBER 31, 1999

Income:		
Contributions	\$825.00	
Interest Income	<u>313.53</u>	
Total Income		\$1,138.53
Operating Expenses:		
Outside Labor	\$300.00	
Repairs	300.00	
Maintenance	260.00	
Donations	250.00	
Professional Services	161.25	
State Filing Fees	50.00	
Bank Charges	<u>29.63</u>	
Total Operating Expenses		<u>\$1,350.88</u>
Net Income (Loss)		<u><u>(\$ 212.35)</u></u>

PINECREST CEMETERY ASSOCIATION OF LITCHFIELD, N.H.

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 1999

Pinecrest Cemetery Association of Litchfield, NH is a non-profit association established to improve and maintain the Pinecrest Cemetery located in Litchfield, NH. It is on the cash basis of accounting with its year end on December 31st.

CASH

Checkbook	<u>\$4,628.78</u>
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SAVINGS

	<u>\$3,061.86</u>
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CERTIFICATES OF DEPOSIT

	Amount
	<u>\$5,418.25</u>

CONTRIBUTIONS

Town of Litchfield	\$ 400.00
Town Trustees	425.00
Total	<u>\$ 825.00</u>

INTEREST INCOME

Type	Amount
Certificates	\$ 257.40
Savings	56.13
	<u>\$ 313.53</u>

1999 PLANNING BOARD ANNUAL REPORT

The Litchfield Planning Board has had a very active and busy 1999. Presented for our review were numerous applications for subdivision that generated well over 100 new residential buildings within our community. The Board also reviewed the site plan application for St. Francis' Church being situated in the northern commercial zone. The review and approval of these development applications consumed most of the first half of the year often requiring multiple monthly meetings and site walks.

Due to this heavy, early workload the Planning Board spent the remainder of the year addressing the regulatory needs of the town through proposed new zoning ordinances, subdivision and site plan regulations as well as continuing our work on updating the Litchfield Master Plan. We are proposing for the voters the following zoning changes:

- Movement of the Sexually Oriented Business district from Rt. 102 to the Northern Commercial/Industrial zone. This includes calling out as separate zones the Northern and Southern Commercial/Industrial zones.
- Changes in the ordinance for setting the school and public facilities impact fees to eliminate the 15% discount and change the source implementing study in preparation for a new fee schedule to be proposed shortly.
- Of high importance is the proposal to implement a growth ordinance limiting growth to the regional average. This will allow the town's infrastructure to grow at a pace with the development.

The Planning Board is also proposing that the town hire a professional individual for both planning and economic development. We believe that with the proposed bridges to our North and the eventual building of the Circumferential Highway to the South our community will experience rapid growth. Currently the Board contracts with the Nashua Regional Planning Commission (NRPC). As we are one of several towns using this service we must "share" the available manpower resources. It is the opinion of the Board that it is time we brought these services under our own control.

Going forward, the Planning Board expects to complete the Litchfield Master Plan by early September, continue refining our town's regulations, implementation of the Litchfield Economic Analysis project proposals and expand the activities of the Litchfield Farm Group by working with the farming community to preserve to town's rural character. As always, we solicit and appreciate any input that you might have on how our town should develop.

Respectfully submitted.

Frank Byron, Chairman	2001
Richard Tango-Lowy, Vice-Chairman	2002
Joel Kappelson, Clerk	2001
Mary Ann Geist	2002
Thomas Levesque, Selectmen's Representative	
Harry Menzigian	2000
Andrew Prolman	2000
Stephen Beauregard, Alternate	2001
Raymond Peeples, Alternate	2000

1999 ANNUAL REPORT
of the
NASHUA REGIONAL PLANNING COMMISSION
to the
TOWN OF LITCHFIELD

The Nashua Regional Planning Commission provides transportation and land use planning services and technical assistance to twelve Hillsborough County communities. The NRPC stands ready to assist its member communities with any planning and transportation issue of concern. We at the NRPC are grateful for the participation of the Litchfield's NRPC commissioners: Pat Jewett and Dick Quinn.

The following is a brief summary of our accomplishments:

Transportation Planning

- Conducted automatic traffic recorder counts at 128 locations throughout the region during the course of the year. The Nashua Area Traffic Count Summary was published and distributed to the communities. The report provides a summary of counts by hour of the day for each location, and also provides comparative data and percent change in traffic from previous year's counts.
- Continued to administer and update the region's traffic model. The model is a computerized data base that includes regional traffic counts, land uses and major roadways and is used to predict future conditions.
- Continued to develop a Geographic Information System (GIS) based traffic data reporting system. We also updated GIS road mapping for communities.
- Completed the transportation chapter for the Litchfield Master Plan for the Planning Board.
- Completed an update of the NRPC Area Long-Range Transportation Plan and finalized the FY 1999-2008 Transportation Improvement Program. The purpose of the plan is to identify the transportation needs of the region and provide recommendations for a practical approach toward the development of transportation improvements. The document provides analysis of long-range forecasts, impacts of potential projects, a recommended transportation program and an air quality conformity analysis.
- Completed the Litchfield High School traffic study for the School Board.
- Made considerable progress on bringing commuter rail to the region. NRPC completed a major investment study that explored the feasibility of this effort, which determined that the proposed extension of MBTA service from Lowell to the region would attract a significant number of riders from every community in the region. As a result of this effort, the project was recently awarded \$1 million in federal transportation funds to bring the project forward to the preliminary engineering phase.
- Conducted various workshops for and application solicitations from member communities for the State Ten-Year Plan, Transportation Enhancements and Congestion Mitigation programs.

Land Use and Environmental Planning

- Assisted the Souhegan Watershed Association and Lower Merrimack River Advisory Committee with the citizen water quality monitoring program on the Souhegan and Merrimack Rivers.
- Substantially completed the Regional Environmental Planning Program (REPP). We provided technical assistance to the conservation commission for a state-level project that seeks to prioritize open space and environmentally sensitive lands for a future state acquisition program. Most of the work for this project has been completed and the final report will be distributed in October of 1999.
- Obtained funding for and completed a local economic development study, known as the “SEED” project, which was funded by the Community Development Finance Authority. Through this project, approximately eight meetings were facilitated with a local economic development working group, which was a subcommittee of the Planning Board. The final document contains an analysis of the local and regional economy and recommends an economic development strategy for the Town. The Planning board is currently developing an economic development chapter for its Master Plan based upon the SEED study.
- Conducted a comparative analysis of wetland regulations throughout the region.
- Provided staff support to the Litchfield Farm Project aimed at protecting active agricultural land within the community.
- Provided circuit rider services for the Planning Board. The circuit rider provides staff support to the Planning Board through the review of site and subdivision applications. In addition we updated several zoning and subdivision regulations as requested by the Board.
- Updated several chapters of the Town’s master plan.
- Conducted a planning board workshop on the topic of preservation of community character. In addition to this, we facilitated workshops for planning board members and staff on a variety of topics and responded to numerous data and mapping requests.
- Performed a community assistance visit under the Federal Emergency Management Agency (FEMA) flood hazard program.
- As required by state law, we updated the *Housing Needs Assessment*. This document outlines housing and income trends in each member community and within the region as a whole. It is used as a data source for Planning Boards when developing master plans, the real estate community and citizens at large.

Geographic Information System (GIS)

- Maintained a diverse collection of GIS data including local roads, real property parcels zoning, land use, and environmental conditions. This data was applied in general mapping and analysis for local and regional projects. Specifically, NRPC provided maps as requested by the Planning Board and updates and reprints of existing projects. This included the mapping of various zoning and build-out scenarios, and the updating of existing parcel information to reflect changes that have occurred since 1996.

Solid Waste District

- NRPC administers the Nashua Region Solid Waste Management District, which provides household hazardous waste collections seven times a year. During the past year, we reduced the fees assessed to towns for this program and established a sub-regional satellite collection.

Respectfully Submitted,

Andrew Singelakis
Executive Director

LITCHFIELD POLICE DEPARTMENT

ANNUAL REPORT – 1999

Honorable Members of the Board of Selectmen
Litchfield Residents

Ladies and Gentlemen:

This past year has been a challenging one for the police department. In May we had the Homicide of Theresa Coughlin. This case taxed the department's resources to the fullest. With the assistance of the Attorney General's office and the Major Crimes Unit of the NH State Police, we were able to solve this homicide. I want to thank every member of this department for their hard work and diligence throughout this entire investigation.

As you read our statistics for 1999, you will see that our arrests for adults and juveniles have gone up from 1998 and we have doubled our DWI arrests through intensive motor vehicle enforcement.

Another area of great concern to us is Domestic Violence. If you are or have been a victim of domestic violence and would like to talk to someone other than the police, you can call the Rape & Assault Support Services, 24 hour Crisis Line 883-3044. Please remember, the police are here for your protection and we will do everything legally possible to stop domestic violence.

On April 5th, Paula Diviny was hired as a full-time dispatcher. This has allowed us to keep the police station open from 7:00am to 11:00pm Monday-Friday. As of this writing, we had over 2,600 people walk into the station for service. Approximately 800 of these calls were after 3:00pm.

After 11:00pm and on weekends our phones and dispatching are handled by Hillsborough County Sheriff's Department.

Officer Donnelly graduated from D.A.R.E. instructor school and started his D.A.R.E. classes on January 26, 2000. I also want to thank David Doyle of Dave's Collision and Repair at 325 Silver Street, Manchester, NH, for his support of the D.A.R.E. program. Mr. Doyle, who is a Litchfield resident, donated a 1989 Chevrolet Camaro to the police department as a D.A.R.E. vehicle.

In an attempt to stay active in community activities, a group of concerned citizens and members of the police department formed a group known as the Police Activities Committee. Some of the activities sponsored by the committee in 1999 included Bike Rodeo, 55 Alive Driving Course for Senior's, Snowmobile Course, Halloween night open house at the police station. This committee meets at least once a month to discuss and plan future events.

The Police Department also sponsors three girl scout troops. In December, we took a field trip to the New Hampshire Police Standards and Training Council in

Concord for a magic show. Everyone had a great time including the chaperones. We are working on another field trip for the spring.

With the Town's approval, I am hoping to have a School Resource Officer assigned to the three schools with the goals of creating and maintaining safe, secure, and orderly learning environments for students, teachers, and staff. This officer will be trained to fulfill three roles. **First** – to keep the peace, **Second** – will be a law-related counselors who provide guidance on law-related issues to students and act as link to support services both inside and outside the school environment, **Third** – will be a law-related education teacher who provides the schools with an additional educational resource by sharing his expertise in the classroom. Most importantly, the School Resource Officer will be a positive role model for the students.

We are still working towards State Accreditation. Under the direction of Lieutenant Gaudet, we have an intern from Hesser College reviewing and updating our Operating Procedures to meet State accreditation requirements. The total accreditation process should take approximately three to five years to complete.

I want to thank the entire police department for a job well done. You have indeed, made Litchfield a better place to live. I look forward to the year 2000 and the challenges it will bring.

I would like to thank the Board of Selectmen for their cooperation and guidance, the continued assistance we receive from other Town Departments, and most important, the support we receive from the citizens of our great town.

Respectfully Submitted,
Thomas F. Iverson Jr.
Chief of Police

TABLE OF ORGANIZATION

CHIEF OF POLICE Thomas F. Iverson Jr.

ADMINISTRATIVE LIEUTENANT James R. Gaudet

PATROL LIEUTENANT Gerard A. Millette

PATROL DIVISION

Officer David A. Donnelly Master Patrol Officer – D.A.R.E. Instructor
Assistant Prosecutor

Officer Joseph E. O’Brion Patrol Officer – Field Training Officer
Assistant Investigator

Officer Paul Dwyer Patrol Officer – Vehicle Maintenance
Tactics Instructor, Firearms Instructor

Officer Matthew Elliott Patrol Officer – Field Training Officer

Officer Patrick Bronson Patrol Officer

CRIMINAL & LEGAL DIVISION

Lieutenant James R. Gaudet Detective – Prosecutor

ADMINISTRATIVE SERVICE DIVISION

Sharon A. Harding-Reed Secretary – Dispatcher
Paula Diviny Secretary – Dispatcher

PART TIME OFFICERS

Officer Robert D. Bennett Officer Christopher Blastos
Officer Ronald Fournier Officer Frank Jones
Officer Steve Harris Officer John Dunn
Officer John Pouliot Officer Heath Savage

SUPPORT SERVICES

John Pinciario Selectmen Representative
Gerald Pilon Animal Control
Rev/Lieutenant Fr. Paul Ruzzo Department Chaplain
Sue Ayers Building Maintenance
Tom Lorden Helicopter Search & Rescue (Volunteer)

The Criminal Division of the department presently has responsibility for the investigative, prosecutorial and juvenile functions of the department, as well as accreditation (professional standards), crime prevention and liaison with the schools. In FY2000, the proposed School Resource Officer position will report to the Criminal Division Commander.

1999 was indeed a very busy year for the Division, as the highlights and statistics in the report will demonstrate.

Detective Bureau

The Detective Bureau has responsibility for the conduct or oversight of all criminal, as well as administrative (internal and pre-employment) investigations. In addition, the Bureau collects, collates and disseminates criminal intelligence information, and maintains the department's Sexual Offender Registration file. The Bureau also handles the investigation of all pistol permit applications, federal firearms sale or transfer matters, and also does pre-employment checks for other Town departments upon request. Finally, the Bureau is responsible for the evidence and property function – including the destruction by Court order of all drugs found or seized in Town over the course of the year.

At the forefront of the Bureau's busy year was the tragic and violent homicide of Theresa Coughlin in her Pagewood Oval Apartment at the hands of her ex-boyfriend James Keach in early May. Keach was swiftly apprehended, pled guilty to second degree murder in September, and was sentenced on December 16 to a term of Sixty (60) years to life in the NH State Prison. Due to the heinous nature of this offense, the Attorney General's Office asked for – and received the longest sentence ever in a second-degree murder case. This was made possible due in no small part to the very cooperative, thorough and professional investigation effort of all involved. Every full-time Litchfield Police officer, as well as many part-time officers, was involved in some way in this case, and performed admirably. The Coughlin homicide was an example of the excellent work done by your department under the most disagreeable circumstances and also shows that our Town is not immune from "big city" crimes. The Department's continued sympathy goes out to the Boudreau and Coughlin families.

In addition to Litchfield's first homicide, the Bureau investigated over 35 felonies and various misdemeanors – including 11 sexual assaults, 12 burglaries, 16 bad checks, 63 assorted thefts and other crimes. Several former and present Litchfield residents were arrested over the course of this year on drug sale charges through work done by various drug units and task forces with the assistance of the department. The Bureau investigated over eighty pistol permit applications, resulting in the denial of two applications due to legal disqualifications. With regard to local Sexual Offender Registrations, the Town had no "Megan's Law" offenders registering in 1999.

Finally, the Department sent one officer to a Mock School Disaster exercise in June, and then sent two officers to COBRA/WMD training for a week at Fort

McClellan, Alabama, dealing with Domestic Terrorism threats. This training was at no cost (other than officer salary) to the Town, and enabled the department to be better prepared to face the potential threats of a Mass Casualty Incident with a criminal aspect. As many as four more Litchfield Police officers are slated to attend this training in FY2000, and two officers may be selected to attend an advanced course offered at Fort McClellan.

Legal Bureau

As of December 15, the Bureau had filed over 475 adult complaints in the Merrimack District Court, for offenses ranging from speeding and non-inspection to Operating After Suspension and Driving While Intoxicated to Second Degree Assault and Burglary. Of some note was that Litchfield officers made over forty DWI arrests in 1999 (up from 18 in 1998), demonstrating our commitment to keeping the roadways of the Town safe for travel. In addition, 28 complaints were filed for disqualified drivers (driving with an expired, suspended or revoked license), and there were domestic violence-related assault complaints filed. The Bureau dealt with 40 complaints alleging various drug offenses, alleging simple possession or transportation of drugs to felony-level cases.

In addition, the Bureau filed thirty Juvenile petitions in the district court. While not a particularly large volume of cases, juvenile matters involve multiple parties, strict time limits and numerous hearings. These cases either involve delinquent acts (offenses that would constitute a misdemeanor or felony if committed by an adult) or CHINS (Child In Need of Supervision) cases. CHINS cases are either status offenses, such as truancy, runaways or wayward and disobedient children, or offenses that would be classified as violation level offenses if committed by an adult. The department's juvenile caseload is divided almost equally between delinquency issues and CHINS or status offense issues.

Of utmost importance is the Bureau's role in reviewing, preparing and seeking complaints, warrants and applications and affidavits in support of those warrants. This minimizes the likelihood of losing a warrant for a legal defect, or exposing the department to some liability for an improperly brought charge or warrant. The Bureau also serves to educate the department's personnel on changes made to administrative procedures, statutes or ordinances. For example, the Domestic Violence laws and the Juvenile Code underwent substantial changes this year, which take effect in January 1, 2000. These changes and how they affect department policy, procedure and resources have to be examined and disseminated.

Professional Standards (Accreditation)

One of the foremost recommendations to come out of the Municipal Resources, Inc. management study of the department in 1998 was to seek voluntary state Level I accreditation. Chief Iverson and the Board of Selectmen have been supportive of this effort, which got underway in earnest in 1999.

Through the efforts of Officer Frank Jones, a Hesser College intern was assigned to the department's accreditation process. Mike Davis, a Litchfield resi-

dent, has been invaluable in assisting the department in this effort, and as this year draws to an end, most of the department's Standard Operating Procedures have been computerized, edited for typographical errors and other modifications made.

This is a long and tedious process, but the long term benefits of accreditation are great and include: improved risk management for high liability areas; nationally recognized and accepted procedures and practices that have been successfully defended in court; identification and recognition of existing department deficiencies in operations, personnel and equipment, to provide accountability and justification for budgetary requests; and, continuous review and assessment (on site) by independent examiners of the department's policies and practices.

School Liaison Issues

The department selected and certified an officer to present the D.A.R.E. curriculum in Town, and beginning in January 2000, Master Police Officer David A. Donnelly will be teaching D.A.R.E. to the fifth grade at Litchfield Middle School. The department and school is very pleased to begin this program, and hope that it is successful. Your support for the Litchfield D.A.R.E. program and associated functions is requested.

In addition, the department sought and received a federal grant for a School Resource Officer position in 1999. The Board of Selectmen, Budget Committee and School Board all support this new position, which will be before the Town at the Deliberative Session. Again, I would ask for and encourage your support for this new position, and urge anyone with questions to contact the department for more information.

The Criminal Division cannot function without the cooperation, efforts and support of the remainder of the department, but also of the community. Please do not hesitate to report suspicious activity or call with any information or questions.

Respectfully submitted,
James R. Gaudet
Detective Lieutenant

INTERN PROGRAM

The Student Intern Program at the Litchfield Police Department, initiated in January of this year, has been a very positive and rewarding experience. It has been educational for both the participating students and the employees of this department as well. Interested students from area colleges apply and upon successful completion of a background check, may be given the opportunity to be exposed to this learning experience. As of the date of this report, there have been a total of three students that have been accepted.

The first was Ms. Raquel Ridlington-Sage of Manchester, NH. She was a 2-year level student at Hesser College majoring in criminal justice. Her assigned task was

to research state and federal grant opportunities that could apply to our mission; to provide increased services to the community and to help reduce operational costs of those services. She was instrumental in assisting with research effort that subsequently led to the award of a School Resource Officer grant position for the (new) Campbell High School, Griffin Memorial School and Litchfield Middle School. With the hopeful acceptance of this grant award by the Town in March 2000, it will be the first such position in Litchfield that has no attached costs to the taxpayers for the first three years. It will help to provide a safer school environment and strengthen the relationship between the youth and the police. Ms. Sage also wrote a NH Highway Safety Grant as part of her final project that also resulted in an award to the police department for increased DWI patrols during critical holiday times. As of this date, those patrols have been implemented with significant results.

The second student intern is Mr. Michael Davis of Litchfield, NH. He is a four-year criminal justice major at Hesser College in Manchester. Mr. Davis is presently engaged in a 240-hour effort at researching the requirements for accreditation of the police department. This will continue into the new year with a projected completion date of May 2000.

Along with Mr. Davis, the department also has Mr. Benjamin Clark of Bow, NH. He is also a criminal justice major at Hesser College. Mr. Clark is currently researching the Town's Ordinance and Code enforcement data and policies at the Town Offices. This project will also continue until May 2000.

The services provided by these interns have been of great assistance to the police department. While there are no costs incurred with this program, it should be noted that Hesser College has provided educational assistance to police officers with the award of one (1) tuition voucher upon successful completion of the intern's tasks. Thus, officers are receiving further education while at the same time investing into the community by assisting these young men and women,

It is anticipated that this intern program will continue. I cordially extend an invitation to all college based interns to consider the Litchfield Police Department as a host agency.

Respectfully submitted,
Officer Frank Jones
Department Intern Coordinator

D.A.R.E. PROGRAM REPORT

The D.A.R.E. (Drug Abuse Resistance Education) program began with the attendance, graduation and certification as an instructor through the State D.A.R.E. instructor's school.

The D.A.R.E. program is new to the Town of Litchfield, which is slated to start in January 2000. The D.A.R.E. curriculum will be introduced to all fifth-grade students

at Litchfield Middle School for a seventeen-week period, culminating in a graduation ceremony set for June, 2000.

This is a cooperative effort between the schools, the Litchfield Police Department, and the community to encourage our kids to stay away from drugs and violence.

One of our goals is to run the D.A.R.E. program without any cost to the taxpayers within three years. This will be accomplished through fundraisers. Our kickoff fundraiser will be a D.A.R.E. Golf Tournament on May 24, 2000 at the Passaconaway Golf Course. This will be a fun time for all. Please call the police station for further information.

I would also like to thank David Doyle of Dave's Auto Body of Manchester, NH for his donation of a 1989 Chevrolet Camaro to be used as the D.A.R.E. vehicle.

I look forward to bringing this important and informative program to our students, and thank the school board and the Litchfield Middle School Staff for their cooperation and support. I encourage the residents of the Town to continue their support of this initiative to keep our kids safe from drugs and violence.

Respectfully submitted,
David A. Donnelly
Master Police Officer
D.A.R.E. Instructor

PATROL DIVISION

The officers of the Patrol Division of every police department are the usual point of contact between the citizens and the police department. The Town of Litchfield is no different. Most of our citizens, who have had contact with the Department, had a contact with a patrol officer. The Litchfield Police Department strives to make all our contacts with citizens positive and professional.

As has been our practice, Litchfield Police Officers have issued almost four times as many warnings as summonses (tickets) for violation of motor vehicle laws. Litchfield Police Officers continue to be vigilant in detecting motor vehicle law violations and exercising appropriate discretion in their enforcement decisions. Further, Litchfield Police Officers have had remarkable success in removing impaired drivers from our roads. They have more than doubled the number of DWI arrests from last year. Your patrol officers have also had a degree of success in identifying and removing suspended drivers from the roads. If a person should decide to drive upon our roads while impaired or after their driving privileges have been revoked or suspended, they stand a good chance of getting caught. Through this aggressive enforcement of state and local laws, you are able to travel upon our roadways with a greater degree of safety.

Along with Motor Vehicle Enforcement, the patrol division also responds to calls for assistance. This included 43 Domestic Violence cases, 36 Civil Standby cases, 27 Disorderly Conduct cases, 74 abandoned 911 calls, 102 criminal mischief cases, 57 dog running at large cases, 46 Criminal Trespass cases. Beyond answering these calls for assistance, there was 236 adult arrests, 20 Protective Custody and 29 Juvenile arrests. The above list only covers a small portion of what your patrol officers handled during 1999.

CAREER ENHANCEMENT

Every police officer must become certified to perform the duties incumbent upon them. This is accomplished by attending the Full-time or Part-time Officer's Academy. In addition, each police officer must receive no less than eight hours of in-service training each calendar year to maintain their certification.

As we look at our department and the Town, a decision has to be made of where do we as a department want to go with our training and how will it benefit the officer, the Department and the Town. Based on these needs, officers are chosen to attend specialized schools. Some of the training courses that your officers have attended is as follows:

Police Command Training Course
COBRA/WMD School
D.A.R.E. Instructor School
Firearms Instructor School
Breath Test Operator School
ASP Baton Instructor School
Advanced Field Sobriety Testing
Homicide Investigation School
Computer Crime Investigation
Stress Management

The training your officers have helps us individually, and as a unit, to serve public interest more effectively as well as more efficiently. A prime example of what I mean is the conduct of the homicide investigation that occurred in May. All of our abilities were brought to bear in the successful investigation and prosecution of this case.

As we move into a new century, you can rest assured that your officers will be as well prepared as we can make them to provide to you the best and most professional police service possible.

Respectfully Submitted,
Lt. Gerard A. Millette
Patrol Commander/
Training Officer

FIREARMS TRAINING

1999 was a progressive year for the Litchfield Police Department. In January, the department changed the issued weapon from the Smith and Wesson 357 magnum, to the Sig Sauer .40 caliber semi-auto pistol. During this transition period each officer went through an extensive three-day training program with the Hudson Police Department training division. In January, the department was without a firearms instructor certified in the semi-auto pistol. In June, I became the department's firearms instructor. Now all firearms training is done within the department.

During firearms training, each officer fired between 500-1000 rounds of ammunition and had to pass the Police Standards and Training Council's approved course of fire. Officers were also required to stress reload, clear malfunctions and shoot under no light and low light course of fire. Each member of the department is also required to be familiar with the shotgun used by the Litchfield Police Department, by shooting a course of fire also approved by Police Standards and Training Council.

Prior to 1999 each officer carried a traditional leather gear belt which weighed approximately 10 pounds empty. Now officers are wearing a nylon belt which only weighs approximately 2 pounds. This new gear will last longer than leather and cost a fraction of the price of leather. The holsters that are used with this belt are level 3 security holsters, which allow for maximum weapons retention.

The department completed the mandated four-hour Use of Force Class. During this training, officer's review the state statutes covering the use of non-deadly and deadly force as well as going over the department's policy regarding use of force and emergency driving. Also, the officers were given a scenario in which they conduct mock motor vehicle stops and calls for service. The scenarios ranged from low to high-risk incidents.

In closing, I would like to thank the citizens of Litchfield for your continued support. May the year 2000 be a safe and happy year for all.

Respectfully submitted,
Officer Paul J. Dwyer II
Firearms/Tactical Instructor

COMMUNICATIONS DIVISION

As most of you know, the communications center is the heart of the police department. Our center is staffed by two full-time dispatchers, Monday-Friday, from 7:00am-11:00pm. We have just gone through change, in our chain of command structure, which places the Administrative Lieutenant as our new supervisor.

In addition to our roles as dispatcher's we take on a variety of additional tasks and duties. We are responsible for the administrative duties for the entire department as well as dispatching and communicating with the on duty officers. In the year 1999, we had 2,847 people walk into the station requesting police service, and we as

dispatchers are the first contact these people have with the police department.

We are committed to being responsive to our community in the delivery of quality service when called upon, displaying the highest level of professionalism.

Dispatchers have to work effectively in a high stress environment and demonstrate a positive attitude that contributes to the overall success of the communications center. We have to be highly effective in day to day operations to ensure that when additional demands are placed on us, we are able to act effectively, providing quality service based on high ethical and professional standards. It takes a collaborative effort on the part of everyone to achieve this end.

Our mission is public service, which includes being both responsive and responsible to those that we serve and we are proud of it. The values of the communication center evolve around people, leadership, service and performance.

The rapid growth of the Town presents us with many challenges to provide the level of service that the citizens have come to expect and well deserve. Our police department is community oriented and is dedicated to working with the community to make the Town an even better place to live. We are responsive to the changing needs of the people in our town and are committed to enhancing the quality of life to our citizens.

Respectfully submitted,
Sharon Harding-Reed
Dispatcher/Secretary

CHAPLAIN'S REPORT

Since my appointment as Chaplain last January, I have enjoyed working with the men and women of our police department. This first year of my chaplaincy has been a series of learning experiences for the department and me. I have assisted in a number of citizen assistance calls, specifically when the news given is about the death of a loved one. These calls are difficult for the officer and the family, but having the chaplain present does ease the pain a little and serves as a bridge between the official notification and concerns of the family. In May I was called to assist with the family of murder victim Terry Coughlin, as the department faced one of the greatest challenges in dealing with a murder.

I recently had my picture taken for the 2000 series Litchfield Police Department trading cards and I look forward to expanding the role of the police chaplain, and to be of service to the people of Litchfield.

Respectfully submitted,
Father Paul Ruzzo
Chaplain/Lt.

POLICE ACTIVITIES COMMITTEE

At the beginning of the year, the police department was looking for ways to be more active and involved with the community. With this concept in mind the Police Activities Committee (PAC) was formed.

A meeting was held with a local group of residents who are willing to work together to strengthen the bonds between the community and the police department.

MISSION STATEMENT

The goal of the Police Activities Committee is to bring programs and events to the community. To enhance and strengthen the relationship of the police department with the community. To develop a mission of strategies to implement programs and events.

PAC has sponsored many events since the beginning of the year, which included a Snowmobile Course, Halloween Open House at Police Department, and a Bike Rodeo with the Litchfield Women's Club.

Upcoming events to look for in year 2000: Women's Self-defense course, Community Breakfast, Police Officer of the Year, Bike Rodeo and Registration, D.A.R.E. Golf Tournament on May 24, 2000, Fingerprinting for Kids, Miniature Golf Tournament for kids, Red Sox Bus Trip, and Police Officer Trading Card Program.

PAC is looking forward to working on the D.A.R.E. golf tournament set for May 24, 2000. This will be a fun time for all. If you are interested in participating in the tournament, please call the Litchfield Police Department for more details.

PAC is made up of many volunteers, which include:

Cheryl Gallagher	Chairperson	
Diane Iverson	Co-Chairperson	
Sue Rafferty	Publicity	
John Pouliot	Treasurer	
Brian Southmayd	Secretary	
Pamme Boutselis	Tom Cavanaugh	Lt. James Gaudet
Mary Ann Geist	Sharon Harding-Reed	Dan Zelonis
Carolyn Hovey	Nancy Lewis	Lucy Pettyjohn

If you would like to know more about the Police Activities Committee, please call the Police Department for information.

Respectfully submitted by:
Police Activities Committee

OFFENSE LOG STATISTICS

Arrests	1998	1999		1998	1999
Adult	139	236	Loitering	0	2
Juvenile	38	29	Lost or Mutilated Plate	0	3
Protective Custody	16	20	Lost Property	0	10
Abandoned 911 Calls	109	74	Medical Emergency	51	41
Alarms	166	159	Missing Person	10	9
Animal Complaints	193	129	Murder	0	1
Arson	2	6	Noise Complaints	53	32
Assaults (All)	46	63	Obscene Matter/Materials	0	4
Assist other Agency	79	67	Obstructing Government		
Attempt to Commit Burglary	1	3	Administration	0	1
Attempt to Locate	2	2	Obstruction of Reporting		
Attempted Suicide	4	6	a Crime	1	1
Bail Jumping	1	4	Paperwork Service	134	111
Bench Warrants	NA	10	Pawn Shop Sales	222	409
Burglary	11	12	Pistol Permit Applications	23	83
Child Abuse/Non Violent	0	4	Police Information	409	273
Child Neglect	3	2	Police Service	176	159
Civil Standby	41	36	Possession of Alcohol	12	13
Criminal Liability	1	1	Possession of Fireworks	1	2
Criminal Mischief	92	102	Possession of Property		
Criminal Threatening	16	23	Without Serial Number	0	1
Criminal Trespass	43	46	Possession of Tobacco	5	3
Cruelty to Animals	0	2	Prohibited Sales	2	3
Custody Interference	0	1	Prohibition	6	7
Defamation of Character	0	18	Public Nuisance	1	2
Disobeying a Police Officer	5	11	Receiving Stolen Property	4	6
Disorderly Conduct	12	27	Recovered Property	3	6
Dogs a Menace	0	23	Resisting Arrest	3	3
Dog Bites	4	9	Runaways	14	6
Dog Control Law/			Sexual Offenders Registered	3	1
Running at Large	NA	57	Shoplifting	2	1
Dog License Required	NA	3	Stalking	2	3
Domestic Disturbance	53	43	Suicide	0	1
Drug Law Violations	26	41	Suspicious Activity	19	39
Drug Investigation	0	1	Suspicious Persons	60	35
Endangering the Welfare			Suspicious Vehicles	63	62
of a Child	1	1	Taking W/O Owner's Consent	0	2
Failure to Report Injury			Tampering with a Witness	3	1
of a Dog	0	1	Theft, Attempted from Bldg.	0	3
Financial Responsibility	1	3	Theft from a Motor Vehicle	0	7
Fire	NA	16	Theft (Miscellaneous)	63	54
Forcible Fondling	0	1	Theft of Services	0	4
Found Property	35	29	Theft of a Motor Vehicle	9	5
Fraudulent Communications	0	1	Town Ordinance Violations	7	11
Fraudulent Use of Credit Card	0	2	Transporting Alcohol	3	15
Fugitive from Justice	1	1	Truancy	8	1
Harassment	46	48	Unlawful Acts (Littering)	10	5
Hindering Apprehension	0	1	Unruly Juvenile	2	7
Illegal Activity	1	1	Violation of Bail Orders	3	7
Indecent Exposure	0	2	Violation of Probation/Parole	0	1
Insurance Fraud	0	1	Violation of Protective Orders	7	20
Intimidation	0	1	Welfare Checks	19	33
Issuing Bad Checks	22	16	Vacant Property Checks	1474	619

MOTOR VEHICLE STATISTICS

	1998	1999		1998	1999
Motor Vehicle Accidents	61	72			
OHRV Accidents	2	2			
Abandoned Motor Vehicles	2	9	Habitual Offender	0	2
Accident Report Required	0	3	OHRV Complaints	16	26
Assist Motorist	59	55	Operating after Suspension	29	28
Checkups (Motor Vehicles)	104	37	Reckless Conduct	5	3
Conduct after an Accident	4	7	Reckless Operation	14	15
Directed Patrol	24	32	Suspended Registrations	4	13
DWI	18	49	Unauthorized Use of a Motor Vehicle	4	2

Summonses

Abandoning a Vehicle	1	OHRV Operation	11
Address Change/License	4	OHRV Operation without a Helmet	1
Allow Improper Person to Operate	2	OHRV Operating without a License	2
Approaching Horses/Caution	1	Operating after Revocation/Suspension	26
Bumper Height	2	Operating without a Valid License	7
Child Restraints	3	Possession of License Required	11
Closing Highways, Detours	1	Possession of Registration Required	7
Defective Equipment	7	Probationary License	6
Emergency Lights Prohibited	2	Reckless Driving	2
Failure to Change Address	2	Restricted License	1
Failure to Dim Lights	2	Speed	269
Failure to Obtain NH License	9	Spillage of Materials	1
Failure to Yield	2	Stop Sign	31
Following too close	3	Tire Requirements	4
Front Lights	3	Tow Bar Required	1
Lamp or Flag on Projecting Load	1	Transporting Alcohol	6
Littering	1	Unattended Vehicle	1
Misuse of Plates	5	Uninspected	62
Motorcycle License Required	1	Unregistered	10
Obedience to Police Officer	1	Yellow Line	8
		Youth License	1

Warnings

Bumper Height	1	Opening and Closing Vehicle Doors	2
Change of Address	5	Operation of Snow Vehicles	1
Child Restraints	2	Possession of License Required	17
Defective Equipment	593	Possession of Registration Required	7
Emergency Lights Prohibited	5	Reckless Driving	1
Eye and Face Protection Required	1	Restricted License	2
Failure to Yield to Emergency Vehicles	2	School Bus Violation	1
Failure to Dim	46	Speed	982
Following too Close	35	Speed, Minimum Required	8
Illegal Turning	3	Spillage of Material	3
Lamp or Flag on Projecting Load	1	Stop Sign	123
Lights Required	3	Stop, Stand, Parking Prohibited	5
Littering	5	Turn Signal Required	3
Misuse of Plates	69	Uninspected	104
Moving a Vehicle	2	Unregistered	3
Obstructed View	1	Unsafe Lane Change	2
OHRV License Required	6	Yellow Line	183
OHRV Operation	3	Yield Sign	3
One Way	1		

COMMUNICATIONS CENTER STATISTICS

	1998	1999
Radio Communications	10366	11668
Telephone Communications	12093	16304
911 Calls	* 17	97
Walk In Service	* 845	2847
Hillsborough County Sheriff's Department		
Radio and Telephone Communications	16610	14671

* The recording of 911 Calls and Walk In Service commenced on August 15, 1998.

ZONING BOARD OF ADJUSTMENT

This year the board was not quite as busy as it has been in past years. We accepted 4 applications during the first part of the year. Of those four one was withdrawn before the Board was scheduled to hear the case. Of the three remaining cases, one was for a variance, the second was for a special exception and the third was for an equitable waiver. Although they were few, each one was important and had to be carefully investigated before the Board ruled on them.

During the year the Board gained five new members, Kevin Lynch and Cecil Williams, both former board members, along with a newcomer John Brunelle, were appointed as Alternates. Carl Erickson and John Regan were appointed as full board members. I would like to welcome these new members and I look forward to working with them in the coming year.

Unfortunately we also lost 3 members of the Board. Jon Ciemiewicz, Larry Levesque and John Burke all left the Board during the year for various reasons. I would like to thank them for all the work they did serving the Litchfield ZBA.

We meet the second Wednesday of every month at 7PM at the Town Hall main meeting room. The Board would like to urge all Litchfield residents to consider serving on this important town board.

Gregory Lepine, Chairman
Carl Erickson
John Regan
John Brunelle
Kevin Lynch
Cecil Williams

1999 TOWN OFFICERS AND EMPLOYEE EARNINGS

DEPARTMENT	PERSONNEL	EARNINGS
SELECTMEN'S OFFICE: (The secretarial and clerical personnel also serve as staff to the Building, Health and Highway Departments, Zoning Board and various committees)	Devereaux, John R. Jewett, Marilyn P. Lazzaro, John G. Levesque, Sr. Thomas W. Pinciario, John E. Durocher, Cecile G. Brodeur, Theresa S. Dogopoulos, Lorraine E.	1,686.00 1,686.00 1,686.00 1,686.00 1,686.00 51,698.55 25,697.10 27,999.76
TOWN CLERK/TAX COLLECTOR'S OFFICE:	Jerry, Diane L. Gibeault, Patricia A. Croteau, Claire L.	38,219.20 26,966.88 16,075.54
TOWN TREASURER:	Cason, Marion E.	4,768.00
TRUSTEES OF TOWN TRUST FUNDS:	Hartling, Sheryl M. Rafferty, Susan M. Stapleton, Joseph E.	68.00 68.00 68.00
VOTER REGISTRATION & ELECTIONS:	Hamilton, Andrea Lepine, Christine E. Redding, Robert M. Reed, Philip M. Algeo, Kathleen Hill, Vickie R. Marshall, Betty M. McKibben, Joan A. Mieckowski, Bertha A. Raccio, Janice D. Reed, Shirley-Ann Stapleton, Joseph E. Tango-Lowy, Torene K.	240.00 240.00 240.00 144.00 26.44 13.22 13.22 125.59 125.59 13.22 89.24 13.22 115.68
TOWN HALL/PD & TALENT HALL CUSTODIAN:	Ayer, Susanne T. Fitzgerald, Roger M.	5,927.12 241.02
LIBRARY CUSTODIAN:	McGaffigan, Heidi E.	2,949.84
PLANNING BOARD:	McKibben, Joan A.	4,258.34

POLICE DEPARTMENT:

Iverson, Jr., Thomas F.	59,652.00
Millette, Gerard A.	50,368.22
Gaudet, James R.	47,662.08
Donnelly, David A.	41,330.34
Bronson, Patrick J.	32,384.59
Dwyer II, Paul J.	37,306.31
Elliot, Matthew L.	33,860.62
O'Brion, Joseph E.	37,496.28
Bennett, Robert D.	4,660.14
Blastos, Christopher, W.	3,426.39
Dunn, John R.	2,705.33
Fournier, Ronald R.	2,568.40
Harris, Steve P.	3,734.68
Jones, Frank E.	2,205.56
Jones, Timothy C.	189.07
Pouliot, John C.	3,084.42
Rosnov, Todd M.	68.06
Savage, Heath H.	6,930.15
Harding-Reed, Sharon A.	29,797.03
Diviny, Paula J.	20,184.43

FIRE DEPARTMENT:

Lemire, Brent T.	4,363.54
Barton, Brian	1,162.96
Croteau, Michael G.	1,818.61
Schofield, Thomas B.	1,389.78
Mayopoulos, David R.	1,088.87
Nicoll, Douglas M.	44,660.91
Stanhope, Michael L.	32,656.72
Adams, Warren W.	1,010.04
Allard, Paul	1,944.06
Bagley, Bobbie D.	176.20
Bagley, Joshua A.	330.12
Ballou, Gregory T.	948.00
Ballou, Jeff S.	1,305.45
Barton, Steven J.	1,549.53
Beetz, James R.	1,045.64
Beland, Gerard P.	380.82
Carter, Mark R.	1,227.96
Clement Jr., Richard U.	55.02
Daviault, Alan R.	352.40
Earle, Derek J.	756.95
Edmonds, Pamela A.	106.80
Garand, Pierre J.	756.25
Gilbert, Stan R.	1,073.96
Hebert, Timothy J.	3,240.48
Hogencamp, Dwayne W.	974.71
Jack III, Roy W.	2,224.42
Jones, Roderick W.	836.35

	Kearns, Timothy F.	755.44
	Lemay, Mark T.	761.88
	Makarawicz, Keith W.	554.24
	Mitchell, Leon S.	809.45
	Nelson, Kenneth A.	1,492.12
	Perault, Matthew J.	1,914.03
	Pinard, Norman J.	1,080.43
	Shea, Matthew J.	2,021.70
	Travis Jr., John F.	1,093.42
	Tremblay, Eric A.	965.81
	Welch II, Robert W.	1,534.12
BUILDING DEPARTMENT:	Bergeron, Roland E.	48,952.37
	Malley, Thomas J.	4,340.00
HIGHWAY DEPARTMENT:	Bergeron, Roland E.	14,164.04
	Fauteux, Gilles J.P.	16,269.78
	Faucher, Herve G.	103.10
SOLID WASTE DISPOSAL:	Duprat, Warren B.	34,375.38
	Fitzgerald, Roger M.	19,384.03
	Faucher, Herve G.	13,835.39
	Fuller, Wayland H.	3,590.11
	Mellen, David L.	12,333.05
	Neskey, Larry P.	9,514.97
HEALTH DEPARTMENT:	Bergeron, Roland E.	1,036.00
ANIMAL CONTROL OFFICER:	Pilon, Gerald F.	9,001.00
LIBRARY:	Hackert, Brian D.	30,076.30
	Hamilton, Florence H.	11,548.40
	Varick, Vicki L.	8,292.43
	Brigham, Cheryl R.	6,430.10

ELECTION RESULTS

MARCH 9, 1999

Moderator Philip Reed declared the Polls open at 6:58 a.m. Ballot clerks in attendance were Zendelle Bouchard, Joan McKibben, Bertha Mieckowski, and Torene Tango-Lowy.

Polls were declared closed at 8:14 p.m.

Voters on checklist at opening of polls:	4,411
New Voters registering during day:	229
Voters on checklist at end of day:	4,640
Regular ballots cast:	2,165
Absentee ballots cast:	117
Total ballots cast:	2,282

Results follow:

Moderator, 1-year term:	Philip M. Reed	1,934 elected
Selectmen, 2 3-year terms:	M. Patricia Jewett	1,769, elected
	Thomas W. Levesque, Sr.	1,425, elected
Town Clerk/Tax Collector, 3-year term:	Diane L. Jerry	1,980, elected
Treasurer, 3-year term:	Marion E. Cason	1,877, elected
Fire Chief, 1-year term:	Brent T. Lemire	1,941, elected
Trustee, Town Trust Funds 3-year term:	Joseph Stapleton	33 write-in, elected
Budget committee, 3-year terms:	Ralph G. Boehm	1,678, elected
	Timothy G. Wade	1,723, elected
Library Trustees, 3-year terms:	Pamela J. Boutselis	1,768, elected
	Steven P. Calawa	1,664, elected
	Candace M. Hale	1,714, elected
Library Trustee, 1-year unexpired term:	Diane Iverson	4 write-in
	Charles Munion	4 write-in
	To break the tie vote, the Moderator tossed a coin at the March 15 Selectmen's meeting. Candidate Charles Munion was declared winner on a toss of "Tails."	
Road Agent, 1-year term:	Roland E. Bergeron	1,652, elected

PROPOSED ZONING ORDINANCE CHANGES

Zoning Question 1. Are you in favor of the adoption of Amendment No. 1 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Amend Section 1202.00 Lot Requirements, Subsection 1202.01 Area to require that wetland areas shall not be included in the calculation of minimum lot size. This alters the current requirement that seventy five (75) percent of the minimum required lot size shall be contiguous non-wetland. It promotes lot configurations that contain an adequate lot area sufficient to accommodate all required on-site utilities, such as water supply and sewage disposal, and at the same time it prevents wetlands encroachment at the initial lot design stage of the permitting process.

yes 1,638 Carried

no 511

Zoning Question 2. Are you in favor of the adoption of Amendment No. 2 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Amend Section 200.00 Definitions, by adding Adult Sexually Oriented Business as Subsection 200.02. This new definition describes what constitutes an adult entertainment type land use in order to enable regulation of the potential siting of such a use as a Special Exception in the Highway Commercial District (Route 102).

yes 1,350 Carried

no 786

Zoning Question 3. Are you in favor of the adoption of Amendment No. 3 as proposed by the Planning Board for the Town of Litchfield Zoning Ordinance as follows:

Amend Section 600.00 Highway Commercial District (Route 102), Subsection 603.00 Special Exceptions, to include Adult Sexually Oriented Businesses as a use permitted only by special exception within the district. The amendment will regulate the siting of adult entertainment type land uses and will permit such uses only in the Commercial-Industrial Service District along Route 102 subject to all applicable Local, State and Federal regulations, including Site Plan Review and approval by the Planning Board. The intent of this ordinance is to balance First Amendment rights while controlling these types of uses.

yes 1,357 Carried

no 770

Ballot Questions

Article 3. Shall the Town vote to raise and appropriate the sum of \$550,000.00 to construct 3,500 feet of Albuquerque Avenue (Center Section) from Meadowbrook Lane to Hillcrest Road, to construct approximately 500 feet of Liberty Way from Albuquerque Avenue to the Town Hall/Police Station, and to reconstruct the Hillcrest Road intersection at Albuquerque Avenue and to authorize the issuance of \$390,000.00 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33), and to authorize the Board of Selectmen to issue and

negotiate such bonds or notes not to exceed 5 years, and to determine the rate of interest thereon and to further authorize the use/transfer of \$100,000.00 of the December 31, 1998 fund balance for this purpose; and to further authorize the use/transfer of \$60,000.00 and accrued interest from the road impact fees. This will be a non-lapsing account per RSA 32:3, VI and will not lapse until the work is completed or in two years, whichever shall occur first, (Two-thirds Ballot Vote required). The Selectmen and Budget Committee recommend this appropriation

yes 1,262
no 929 Lost because of 2/3 requirement

Article 4. Shall the Town vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles, the amounts set forth in the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$2,251,328.00. Should this article be defeated, the operating budget shall be \$2,019,772.00, which is the same as last year, with certain adjustments required by previous action of the Town or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. The Selectmen and Budget Committee recommend this appropriation.

yes 1,336 Carried
no 730

Article 5. Shall the Town vote to raise and appropriate the sum of \$125,000.00 for the full depth reclamation and reconstruction with related drainage of Louise Drive, and to authorize the use of \$115,410.00 from the State Highway Block Grant Aid fund and to further authorize the use/transfer of \$9,590.00 of the December 31, 1998 fund balance for this purpose. The Selectmen and Budget Committee recommend this appropriation.

yes 1,229 Carried
no 841

Article 6. Shall the Town vote to approve the cost items included in the Collective Bargaining Agreement reached between the Town of Litchfield and the Litchfield Police Bargaining Unit AFSCME Local #3657 which calls for the following increases in salaries and benefits:

<u>YEAR</u>	<u>ESTIMATED INCREASE</u>
1999	\$33,972.00
2000	16,132.00
2001	2,102.00

and further to raise and appropriate the sum of \$33,972.00 for the 1999 fiscal year, such sum representing the additional costs attributable to the increase of salaries and benefits over those of the appropriations at current staffing levels paid in the prior fiscal year. The Selectmen and Budget Committee recommend this appropriation.

yes 1,548 Carried
no 549

Article 7. Shall the Town vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of purchasing farmland or development rights and to raise and appropriate the sum of \$43,506.00 to be placed in this fund; to further appoint the Board of Selectmen, with the advice of the Planning Board and Conservation Commission, as agents to expend this Capital Reserve Fund. (Note: the amount appropriated herein is funded from taxes but is equivalent to the unappropriated balance of the Land Use Change Tax revenue received during the prior fiscal year and which will be recognized as general fund revenue for the current fiscal year.) The Selectmen and Budget Committee recommend this appropriation.

yes 1,333 Carried
no 723

Article 8. Shall the Town vote to raise and appropriate the sum of \$33,000.00 for Phase 1 of a three-year town wide revaluation plan. The entire cost of the revaluation assessment over the 3 year phasing will be \$115,800.00. The Selectmen recommend this appropriation but the Budget Committee does not.

yes 525
no 1,556 Defeated

Article 9. Shall the Town vote to raise and appropriate the sum of ten thousand dollars (\$10,000.00) for deposit into the Conservation and Land Acquisition Fund. Said funds may be used to purchase land, conservation or trail easements, or purchase of development rights. The Selectmen and Budget Committee recommend this appropriation.

yes 1,472 Carried
no 610

Article 10. Shall the Town vote to establish a Cablevision Equipment Capital Reserve Fund for the purpose of purchasing new or replacement equipment for the development of local television programming as well as the broadcasting or rebroadcasting of public meetings, school programs and Town-related programs, and to raise and appropriate \$0.00 to be placed in this fund; and designate the Board of Selectmen as agents to expend or act on anything relative thereto.

NOTE: The \$0.00 appropriation represents 0% of the current cable franchise fees paid by Litchfield cable subscribers as revenue. The Selectmen and Budget Committee recommend this appropriation.

This is a Special Warrant Article per RSA 32:3, VI. The Selectmen and Budget Committee recommend this appropriation.

yes 1,139 Carried
no 946

Article 11. Shall the Town vote to establish a Meeting House Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of maintaining (painting, roofing, plumbing, septic repairs, etc.) the Meeting House, and to raise and appropriate \$5,000.00 to be placed in this fund; and to designate the Board of Selectmen as

agents to expend or to act on anything relative hereto. This is a Special Warrant Article per RSA 32:3, VI. The Selectmen recommend this appropriation, but the Budget Committee does not.

yes 749
no 1,316 Defeated

Article 12. Shall the Town vote to rescind the provisions of the Municipal Budget Law in accordance with the provisions of RSA 32:14, V, and thereby rescind the duties and authority of the Budget Committee as set forth in RSA 32:16.

yes 442
no 1,541 Defeated

Article 13. Shall the Town vote to establish an Advisory Budget Committee in accordance with the provisions of RSA 32:24, in the event that Warrant Article 12 above shall pass. Advisory Budget Committee recommendations shall have no effect on limitation of appropriations as set forth in RSA 32:18. The Advisory Budget Committee shall confer with the Board of Selectmen and with other Town officers, department heads, and other Town officials, relative to estimated costs, revenues anticipated, and services performed, and shall make recommendations to the Board of Selectmen as to their findings.

yes 963
no 1,012 Defeated

Article 14. Shall the Town vote to authorize the Board of Selectmen to lease the Meeting House to the Historical Society for 10 years with an annual rent of \$1.00 with said lease providing exclusive use of the top two floors of the Meeting House. The basement or bottom floor shall be utilized for storage. Under said lease, the Historical Society shall be responsible for all year round costs of the Meeting House associated with electricity, heat and septic pumping, including the year round illumination costs of the flag pole, unless otherwise exempted by the Board of Selectmen. The Town will remain responsible for the integrity of the building, including frame, windows, roof, siding, paint, plumbing, and septic repair and replacement.

yes 1,607 Carried
no 481

A true record of Ballot Portion of Annual Meeting, attest:

Diane L. Jerry
Town Clerk
March 10, 1999

**School District
Ballot Portion of Annual Meeting
March 9, 1999**

School District Moderator, 1-year term:

Philip M. Reed 1,922 elected

School Board Member, 3-year term:

Laura Loeb-Ferrari 1,143 elected

Richard T. Rafferty 951

School District Clerk, 1-year term:

Gina Allocca Ferlan 1,840 elected

School District Treasurer, 1-year term:

JoEllen Bellerive 1,836 elected

Article 1. Shall the Litchfield School District vote to raise and appropriate the sum of \$11,686,000.00 for the construction and original equipping of a new high school, and to authorize the issuance of not more than \$11,686,000.00 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33) and to authorize the School Board to issue and negotiate such bonds or notes? And further, to raise and appropriate the sum of \$578,457.00 for the purpose of paying the first annual interest installment on the bond issue? This article is recommended by the School Board and the Budget Committee.

yes 1,550 carried

no 734

Article 2. Shall the Litchfield School District vote to raise and appropriate the sum of \$194,586.00, which includes salary and benefits to hire administrative and support staff, and to purchase and install computer and other technology equipment for said staff during the construction phase of Campbell High School in the year 1999-2000 in order to plan curriculum, recruit and hire the certified and support staff when the school opens for the 2000-2001 school year? This article is recommended by the School Board and the Budget Committee.

yes 1,505 carried

no 770

Article 3. Shall the Litchfield School District vote to rescind authorization of bonds and notes originally authorized by the District on March 7, 1997, for the purpose of the Middle School addition? This article is recommended by the School Board.

yes 1,746 carried

no 462

Article 4. Shall the Litchfield School district vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles, the amounts set forth on the budget posed with the warrant or as amended by vote of the

first session, for the purposes set forth therein, totaling \$9,639,324.00? Should this article be defeated, the operating budget shall be \$9,313,008.00, which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue revised operating budget only. This article is recommended by the School Board and by the Budget Committee.

yes 1,534 carried
no 686

Article 5 (by petition). Shall the Litchfield School District ratify and fund Litchfield students to attend the Bedford Academy Charter School for a period of 5 years at a first year annual appropriation of \$5,600.00 per student, not to exceed \$6,000.00 which shall be approved by the voters in the district operating budget? Legal Counsel has advised that this warrant article will be of no legal effect if adopted.

yes 675
no 1,508 defeated

Article 6 (by petition). Shall the District vote to direct the School Board to negotiate, in good faith, with the Hudson School Board, to develop a long-term plan to move the Litchfield students to a new Litchfield High School.

yes 1,295 carried
no 871

Article 7. Shall the Litchfield School District vote to accept the recommendation of the SAU Planning Committee created by vote of the 1998 Annual School District Meeting for the purpose of considering withdrawal from or a reorganization of its School Administrative Unit into a separate SAU, comprised of Litchfield only. The Committee recommends:

That the Litchfield School District not withdraw from School Administrative Unit #27; nor reorganize by joining with or attracting districts from another SAU; nor reorganization within the current SAU by transfer of personnel to the District level. Accordingly, the committee recommends that the current model of delivery for SAU services be continued.

This is recommended by the School Board.

yes 1,352 carried
no 819

attest:

Diane L. Jerry
Town Clerk
March 10, 1999

MARRIAGES – 1999

Groom's Name	Groom's Residence	Bride's Name	Bride's Residence	Place of Marriage	Date of Marriage
Garon, Steve W.	Litchfield	Babin, Michele M.	Litchfield	Hudson	01/01/99
Miller, David J.	Litchfield	Wellman, Janelle M.	Litchfield	Litchfield	01/02/99
Fulmer, Steven J.	Lowell, MA	Janeczko, Cynthia M.	Litchfield	Nashua	01/30/99
Mitchell, David M.	Litchfield	Eldridge, Constance D.	Litchfield	Weare	02/14/99
Chait, Brandon L.	Litchfield	Martin, Tina M.	Litchfield	Jackson	03/05/99
McKeown, Dennis F.	Litchfield	Givner, Patricia A.	Litchfield	Nashua	03/14/99
Wirbal, Stephen J.	Litchfield	Dickey, Diane	Litchfield	Hudson	04/03/99
Alton, Michael F.	Litchfield	Breen, Paula J.	Nashua	Nashua	04/10/99
Paradise, Michael R.	Litchfield	Seabury, Stacy A.	Litchfield	Hudson	04/24/99
Vessels, William K.	Litchfield	Donnelly, Shannon M.	Litchfield	Hudson	04/24/99
Smith, William E.	Litchfield	Kortekaas, Alice R.	Litchfield	Nashua	04/30/99
Williamson, Jeffrey S.	Litchfield	Bento, Tina L.	Litchfield	Londonderry	05/01/99
McNeil, Scott P.	Litchfield	Wajda, Victoria J.	Litchfield	Hudson	05/08/99
Schwaner, William F.	Litchfield	Huberman, Shoshana	Litchfield	Hudson	05/09/99
Wilcox, James A.	Litchfield	Gobeil, Diane D.	Litchfield	Hudson	05/15/99
Fisher, Kevin M.	Litchfield	Warner, Stacy D.	Litchfield	Litchfield	05/25/99
Salamone, John P.	Litchfield	Salamone, Paula M.	Litchfield	Hudson	05/28/99
Hamilton, William G.	Litchfield	Fortin, Lori A.	Litchfield	Bedford	05/29/99
Richardson, Gregory S.	Hudson	Cabral, Lynn M.	Litchfield	Hudson	06/05/99
Morgan, Kenneth S.	Litchfield	Haffah, Leslie L.	Litchfield	Manchester	06/05/99
Henderson, James M.	Derry	Manship, Terri A.	Litchfield	Hudson	06/17/99
Prue, William M.	Litchfield	Paulsen, Kelly L.	Litchfield	Hudson	06/27/99

Groom's Name	Groom's Residence	Bride's Name	Bride's Residence	Place of Marriage	Date of Marriage
Kelly, William P.	Litchfield	Miller, Sandra K.	Litchfield	Hudsn	07/03/99
Schraeder, Joseph H.	Manchester	Enos, Rosemary	Litchfield	Bartlett	07/04/99
Brown, Frankie J.	Litchfield	Rocheport, Lisa A.	Litchfield	Nashua	07/10/99
Couilliard, Raymond J.	Litchfield	Lajewski, Nicole S.	Litchfield	Merrimack	07/24/99
Beliveau, James A.	Litchfield	Rodonis, Dawn M.	Litchfield	Manchester	07/31/99
Nunley, Dennis D.	Litchfield	Ledoux, Brenda L.	Litchfield	Nashua	08/01/99
Guerrette, Joseph D.	Derry	MacDougall, Jessica M.	Litchfield	Nashua	08/13/99
Pearl, Jeffrey S.	Nashua	Travis, Jill B.	Litchfield	Nashua	08/21/99
O'Blenis, Robert D.	Litchfield	Bigham, Dawn R.	Pittsfield	Barrington	08/22/99
Vale, Daniel C.	Manchester	Messner, Yvonne C.	Litchfield	Derry	09/18/99
Brown, Ross E.	Litchfield	Dunlap, Tammy M.	Litchfield	Goffstown	09/18/99
Sicilia, Robert F.	Manchester	Davis, Kathryn M.	Litchfield	Hudson	09/25/99
Lajeunesse, Eric M.	Telford, PA	Catman, Jennifer J.	Litchfield	Nashua	09/25/99
Desroches, Dale M.	Litchfield	Harman, Barbara J.	Litchfield	Windham	09/25/99
Brown, Kenneth D.	Allenstown	Frisella, Adele A.	Litchfield	Warner	10/09/99
Mendonca, Michael L.	Litchfield	Boisvert, Tracy L.	Litchfield	Litchfield	10/14/99
Moreau, William H.	Litchfield	Fox, Patricia J.	Litchfield	Hollis	10/16/99
Sharp, Kevin S.	Litchfield	Haynes, Martha A.	Litchfield	Hudson	10/23/99
Montgomery, Scott T.	Litchfield	Chen, Tracy	Litchfield	Litchfield	10/23/99
Veilleux, Roger L.	St. Benjamin, Unknown	Pratte, Johane J.	Litchfield	Litchfield	10/30/99
Garcia, Carlos T.	Laconia	Marks, Holli L.	Litchfield	Laconia	10/31/99
Luciano, Michael J.	Litchfield	Griffus, Jenny L.	Litchfield	Nashua	10/31/99
Bedell, Keith A.	Hanover, ME	Fredette, Kathleen M.	Litchfield	Jackson	12/31/99

BIRTHS – 1999

Child's Name	Date of Birth	Place of Birth	Father's Name	Mother's Name
Berard, Luke Richard	01/01/99	Nashua	Berard, Mark	Berard, Jennifer
MacDonald, Cameron John	01/03/99	Derry	MacDonald, Donald	MacDonald, Lynne
Lavoie, David Stephen	01/07/99	Nashua	Lavoie, Steven	Lavoie, Cynthia
Murphy, Bryan Joseph	01/10/99	Manchester	Murphy, Thomas	Murphy, Bonnie
Morris, Abigail Grace	01/13/99	Nashua	Morris, Gary	Morris, Tracey
Cote, Benjamin Richard	01/17/99	Nashua	Cote, Douglas	Cote, Susan
Alward, Gillian Marie	01/20/99	Manchester	Alward, Craig	Alward, Nicole
Follansbee, Haley Dorothea	01/23/99	Nashua	Follansbee, Steven	Follansbee, Carey
French, Sean William	01/25/99	Nashua	French, Donald	French, Kathleen
Pucillo, Vanessa	01/25/99	Manchester	Pucillo, Frederick	Pucillo, Suzette
Doneghue, Ethan Matthew	01/31/99	Nashua	Doneghue, William	Doneghue, Nancy
Keane, Michael James	02/01/99	Derry	Keane, David	Keane, Roberta
Freitas, Emma Leigh	02/07/99	Nashua	Freitas, Jose	Freitas, Cristina
Bennett, Gillian Alice	02/10/99	Nashua	Bennett, Sean	Bennett, Jennifer
Whalen, Stephanie Lynn	02/13/99	Nashua	Whalen, Jeffrey	Whalen, Kathryn
Klaft, Benjamin Franklenn	02/13/99	Nashua	Klaft, Eric	Klaft, Pamela
Barton, Joshua Scott	02/13/99	Manchester	Barton, Scott	Barton, Tia
Smith, Zachary Nelson	02/21/99	Nashua	Smith, Neverett	Smith, Kathleen
Tremblay, Jacob George	02/25/99	Manchester	Tremblay, Eric	Tremblay, Lea
Gagne, Matthew Robert	03/07/99	Nashua	Gagne, Donald	Gagne, Denise
Labatt, Benjamin Joseph	03/08/99	Nashua	Labatt, Earl	Labatt, Noreen
Spurr, Andrew Victor	03/19/99	Nashua	Spurr, Jonathan	Spurr, Janell
Wood, Erin Rose	03/26/99	Manchester	Wood, Philip	Wood, Karen

Child's Name	Date of Birth	Place of Birth	Father's Name	Mother's Name
Thompson, Kristen Marie	03/29/99	Nashua	Thompson, Roger	Thompson, Deborah
Fabiano, Hannah Jean	03/31/99	Winchester, MA	Fabiano, Matthew	Fabiano, Suzanne
Mason, Dillon Todd	04/04/99	Nashua	Mason, Steven	Mason, Chantal
Mason, Brandon Steven	04/04/99	Nashua	Mason, Steven	Mason, Chantal
Coughlin, Mariah Victoria	04/07/99	Derry	Coughlin, Michael	Coughlin, Vicki
Woods, Christopher Andrew	04/18/99	Manchester	Woods, Scott	Woods, Nancy
Sturzo, Anthony Peter	04/19/99	Lowell, MA	Sturzo, Mark	Sturzo, Rebecca
Enzian, Eric Brian	04/24/99	Boston, MA	Enzian, Thomas	Enzian, Maryrose
Musco, Payton James	05/04/99	Manchester	Musco, Barry	Musco, Gail
Tremblay, Harrison Parker	05/06/99	Manchester	Tremblay, Dana	Tremblay, Christine
Lesavage, Samuel Charles	05/06/99	Manchester	Lesavage, George	Lesavage, Lorella
Desmarais, Bryce Robert Amad	05/13/99	Nashua	Desmarais, Robert	Desmarais, Dawn
Vedrani, Harrison Alan	05/18/99	Manchester	Vedrani, Derrick	Vedrani, Kendra
Michaels-Lapointe, Zachary Ty	05/20/99	Manchester	Lapointe, Richard	Michaels-Lapointe, Angela
Pelham, Alexander Jacob	05/20/99	Manchester	Pelham, Russell	Pelham, Amy
Glockling, Nicholas David	05/21/99	Nashua	Glockling, David	Glockling, Lynne
Paquin, Ann Marion	05/26/99	Nashua	Paquin, Edward	Paquin, Jean
Marr, Nolan Michael	05/30/99	Nashua	Marr, Geoffrey	Marr, Milynda
Preston, Delaney Elizabeth	06/01/99	Nashua	Preston, Scott	Preston, Sheila
Anaya, Natalia Eve	06/04/99	Nashua	Anaya, Freddie	Anaya, Samantha
Melvin-Dube, Destiny Skye	06/08/99	Nashua	Melvin, James	Dube, Sharon
Legrow, Christopher Jeffrey	06/08/99	Manchester	Legrow, Jeffrey	Legrow, Pamela
Bergeon, Katrina Lauren	06/19/99	Nashua	Bergeon, Charles	Bergeon, Kelly
Schwarm, Bethany Marie	06/23/99	Manchester	Schwarm, Michael	Schwarm, Lisa
Canniff, Caitlin Elaine	06/23/99	Nashua	Canniff, Timothy	Canniff, Kelli

Child's Name	Date of Birth	Place of Birth	Father's Name	Mother's Name
Ryan, Cole Patrick	06/28/99	Nashua	Ryan, Christopher	Ryan, Shelley
Wajer, Jackson Carter	06/28/99	Concord	Wajer, Matthew	Morin-Wajer, Tracie
Sott, Gabrielle Elizabeth	06/30/99	Nashua	Sott, Laurence	Sott, Nancy
Severoni, Jason Andrew	07/02/99	Nashua	Severoni, John	Severoni, Maria
Silva, Kobbey Thomas-James	07/07/99	Manchester	Silva, Glenn	Silva, Jennifer
Picard, Alissa Gilberte	07/08/99	Nashua	Picard, Kevin	Picard, Jean
Brennan, Collin Patrick	07/18/99	Manchester	Brennan, Michael	Brennan, Melanie
Poirier, Kyle Stewart	07/18/99	Nashua	Poirier, Keith	Poirier, Karen
Manning, Jessica Rose	07/27/99	Nashua	Manning, Earl	Manning, Patricia
Gibbons, Cassidy Lynn	07/29/99	Nashua	Gibbons, Eric	Gibbons, Julie
Bouchard, Zachary Ryan	08/01/99	Manchester	Bouchard, Robert	Bouchard, Donna
Straaten, Lilah Rose	08/02/99	Manchester	Straaten, Scott	Straaten, Joi
Bryant, Dylan Michael	08/05/99	Manchester	Bryant, John	Bryant, Robin
Ledoux, Danielle Brooke	08/13/99	Nashua	Ledoux, Michael	Ledoux, Beth
Fernandez, Madilyn Rose	08/19/99	Nashua	Fernandez, Gerardo	Fernandez, Nancy
Anderson, Osten Eric	08/20/99	Nashua	Anderson, Eric	Anderson, Stephanie
Christino, Olivia Margaret	08/21/99	Nashua	Christino, Scott	Christino, Ruth
Pinelle, Nathan William	08/24/99	Nashua	Pinelle, Brian	Pinelle, Jody
Grauslys, Darius Frank	08/26/99	Nashua	Grauslys, Richard	Grauslys, Jura
Moleski, Elena Marie	08/26/99	Nashua	Moleski, Mark	Maynard, Karen
Gibeau, Caitryn Maura	08/30/99	Manchester	Gibeau, Steven	Gibeau, Megan
Molinari, Samantha Angelina	08/31/99	Nashua	Molinari, Jr., Joseph	Molinari, Kelly
Fletcher, Carolyn Marie	09/03/99	Nashua	Flecher, Kenneth	Fletcher, Rhonda
Amnotte, Savanah Lynn McKen	09/07/99	Manchester	Gagnon, Richard	Amnotte, Sherry
Neild, Jayson Thomas	09/07/99	Nashua	Neild, Charles	Neild, Pamela

Child's Name	Date of Birth	Place of Birth	Father's Name	Mother's Name
Camelio, Catherine Theresa	09/08/99	Nashua	Camelio, Mario	Camelio, Colleen
Maki, Annika Lynne	09/12/99	Nashua	Maki, Jyrki	Maki, Diane
McGee, Lauren Michelle	09/16/99	Manchester	McGee, John	McGee, Tracy
Hobbs, Lindsay Ellen	09/20/99	Manchester	Hobbs, Frank	Hobbs, Kathleen
Lussier, Emma Nicole	09/23/99	Nashua	Lussier, David	Lussier, Colleen
Roy, Camron Rene	09/24/99	Manchester	Roy, Roger	Roy, Debora
Bourbeau, Mikayla Marie	09/29/99	Lebanon	Bourbeau, Bryan	Bourbeau, Josee
Pascoe, Alexis Rose	10/01/99	Nashua	Pascoe, Jeff	Pascoe, Julie
Mathieu, Alexandra	10/02/99	Nashua	Mathieu, Dave	Mathieu, Nicole
Geaghan, Quinn Alexandra	10/07/99	Manchester	Geaghan, Bernard	Geaghan, Tami
Gannon, Sean Thomas	10/27/99	Nashua	Gannon, Robert	Gannon, Cara
Meyers, Tyler David	10/29/99	Manchester	Meyers, Robert	Meyers, Marjorie
Graf, Amanda Elizabeth	10/29/99	Nashua	Graf, Gary	Graf, Lori
Gregory, Micaela Jean	10/31/99	Manchester	Gregory, Matthew	Gregory, Kristen
Price, Cameron James	11/05/99	Nashua	Price, James	Price, Karen
Williamson, Casey Scott	11/09/99	Nashua	Williamson, Jeffrey	Williamson, Tina
Barrow, Alexia Faith	11/15/99	Nashua	Barrow, Steven	Barrow, Michelle
Follett, Heather Dianne	11/20/99	Nashua	Follett, Kevin	Follett, Donna
Chait, Zackary Aaron	11/20/99	Nashua	Chait, Brandon	Chait, Tina
Bauer, William Alexander	11/24/99	Manchester	Bauer, Bruce	Bauer, Diane
Curtin, Kevin Joseph	12/07/99	Manchester	Curtin, William	Curtin, Laurie
Pearce, Jordan Marie	12/09/99	Nashua	Pearce, Robert	Pearce, Kristin
Smith, Jesse Joseph	12/09/99	Nashua	Smith, Allen	Smith, Deborah
Phillips, Shelby Lynn	12/10/99	Nashua	Phillips, Mark	Phillips, Tina
Mattucci, Alexander Christopher	12/17/99	Derry	Mattucci, Paul	Mattucci, Kimberly
Parenti, Richard Philip	12/20/99	Nashua	Parenti, Richard	Parenti, Sara

DEATHS – 1999

Decedent's Name	Date of Death	Place of Death	Father's Name	Mother's Maiden Name
Winn, John J.	01/03/99	Nashua	Winn, John	Lee, Patricia
Sullivan, Frank J.	03/05/99	Nashua	Sullivan, William	Barbaro, Mary
Dionne, Lillian M.	04/03/99	Litchfield	Frechette, Gustave	Bilodeau, Anna
Comiskey, Beverly	04/26/99	Nashua	Brown, Robert	Kracala, Anna
Coughlin, Theresa P.	05/03/99	Litchfield	Boudreau, Bruno	Roussel, Therese
Lovejoy, Michele F.	05/23/99	Nashua	Lavoie, Edmond	Hammond, Amy
McNamara, Fancis J.	05/30/99	Litchfield	McNamara, Patrick	McLaughlin, Mary
Perreault, Germaine A.	06/27/99	Bedford	Lesmerises, Hormida	Richards, Aldora
Ruiter, Miles L.	08/09/99	Litchfield	Ruiter, Miles	Cuthbertson, Jane
Upham, Bruce H.	09/06/99	Colebrook	Upham, Kenneth	Niquette, Yvette
St. Pierre, Carmen E.	09/19/99	Manchester	Ducharme, Alfred	Rousseau, Germaine
Bourbeau, Mikayla M.	09/29/99	Lebanon	Bourbeau, Bryan	Pratte, Josee
Spielberg, Leo	09/29/99	Londonderry	Spielberg, Thomas	Clazer, Anna
Mathieu, Alexandra	10/02/99	Nashua	Mathieu, Dave	Cannava, Nicole
Moody, Thomas H.	10/29/99	Manchester	Moody, Aldo	Boyle, Catherine
Carter, Harry	11/01/99	Derry	Carter, Harry	Kins, Nellie
Campbell, Olive H.	11/02/99	Nashua	Haskins, Asa	Tupper, Jennie
Hartford, Rose E.	11/17/99	Nashua	Maynard, Eugene	Unknown, Roseann
Jean, Henry S.	12/17/99	Nashua	Jean, Henry	Laflamme, Marie

NOTES

NOTES

SCHOOL DISTRICT OFFICERS

MODERATOR

Philip M. Reed

CLERK

Gina M. Allocca Ferlan

TREASURER

JoEllen Bellerive

SCHOOL BOARD

Cynthia Couture
Term Expires March 2000

Donna Straight
Term Expires March 2000

Richard Lascelles
Term Expires March 2001

Laurie Ortolano
Term Expires March 2001

Laura Ferrari
Term Expires March 2002

REPORT OF THE CHAIRMAN OF THE LITCHFIELD SCHOOL BOARD

To the Citizens of Litchfield,

This past year started with the vote to approve the budget and the construction of a new high school. The Board is thankful and gratified at the trust the community has shown and the degree of support for this significant change in the way we deliver education for our high school students. That vote has acted as a motivator for the Board as we have moved through the year.

Construction of the new Campbell High school was delayed due to the uncertainty surrounding state funding. That crisis was finally solved, at least temporarily, and we were able to proceed. The state funding formula that is in place at the present time is very beneficial to the taxpayers of Litchfield.

In March of 1999, Laura Loeb-Ferrari was elected to fill the seat formerly held by Steven Seabrook.

We welcomed Phillip “Randy” Bell as our new Superintendent of Schools for SAU #27 (Litchfield/Hudson) in July. Mr. Bell was formerly Superintendent of the Year for the State of New Hampshire and we feel very lucky to have him as a part of our team.

During this past year improvements have been made to the Griffin Memorial School building. We continue to monitor the environment of that school and have been pleased by the results of that monitoring. No significant health hazards exist at that school.

We continue to monitor the capacity situation at Griffin. We know we are near the point where more elementary space will be necessary. At this point, the Board has not seriously discussed additional space until other more pressing priorities are resolved.

The results of the statewide assessment exams for last year’s third graders were particularly positive. Based upon those results, Griffin ranked as one of the five best schools in the state with respect to the percentage of students scoring in the highest achievement categories. Principal Linda Scott and all of her staff, and indeed all of Litchfield, can be proud of the progress that has been achieved.

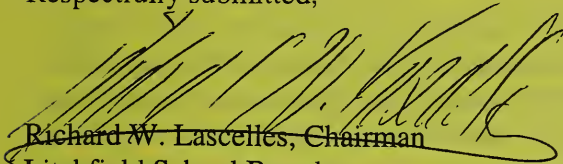
The Board feels academic progress at Litchfield Middle School has been hampered by lack of staff. This year, we have proposed additional positions at that school. Principal Martin “Bo” Schlichter was specifically recognized by the Litchfield Women’s Club for his service to the community. The Board joins with the club in thanking Bo for all his efforts through the years.

Shortly after the beginning of this fiscal year, the Board hired Christopher George to become the new Principal of Campbell High School. Mr. George worked diligently

transforming the vision of the community into a program ready to be implemented in the fall. We have been very impressed with Chris' work and feel the community of Litchfield will be well served by his efforts.

As we move forward into the New Year and millenium, we do so with the knowledge the work we are doing will have an impact on the children of Litchfield far into the future. That is indeed an awesome responsibility. We thank you for the trust which you have placed in us and thank you for your continued help and support in making sure we do the very best job possible for our community. Together we can achieve great results!

Respectfully submitted,



Richard W. Lascelles, Chairman
Litchfield School Board

LITCHFIELD SCHOOL DISTRICT
Superintendent's Report
January 2000

This is my first report to you as your Superintendent. The year has been filled with activity as we plan for the opening of Campbell High School in September for grades nine and ten; develop the budget which is currently before you; work with administrators and Board members to develop high learning standards for our students; and provide the resources necessary for students to achieve those standards.

A great deal of excitement has surrounded the planning for Campbell High School. Principal Christopher George has proven to be a very wise choice on the part of the School Board. His thoughtfulness, his boundless energy, his communication with the community, his determination to provide a high quality educational experience for all Litchfield high school students, are all invaluable assets to the school district. As I write this report, the School Board has elected a second vital administrator. Ann Holloran, currently a teacher at Alvirne High School, has been chosen as Dean of Students for Campbell High School, and will begin her new duties shortly. Two years ago, Ann was selected as teacher of the year at Alvirne, an unusual honor for a person as young as Ann. She has also received a Master's Degree in Educational Administration. She will be a welcome addition to the administrative team.

All the excitement about Campbell High School should not overshadow the accomplishments of Litchfield Middle School, under the leadership of Bo Schlichter, and Griffin Memorial School, led by Linda Scott and Assistant Principal Bob St. Cyr. We are fortunate to have a truly talented administrative team, as well as a very strong and professional faculty and staff in these schools. I have been impressed with the dedication and work ethic of all these people in Litchfield. Your children are in "good hands" in these schools--but you know that already.

We do have many things to accomplish, however, if we are to continue our efforts to increase student achievement for all our students. Our district-wide curriculum development needs to ensure that a grade 1-12 continuum exists and is followed in our classrooms. We need to be sure that there is communication about curricular expectations not only between grades, but also particularly between schools, as our students move through the educational program in Litchfield. Adequate, appropriate and up-to-date instructional materials need to support that curriculum. A thorough, forward-looking technology plan needs to be developed and implemented. A long range Strategic Plan, focused on student outcomes, needs to be established.

We will have to do these things together. Clearly, it is our responsibility, as administrators, teachers and staff, to carry out the educational program, and it is also our responsibility to include the community meaningfully in the development of our dreams and our goals for Litchfield students. We hope that members of the community will take advantage of the opportunity to become (or remain, for many of you) actively involved in

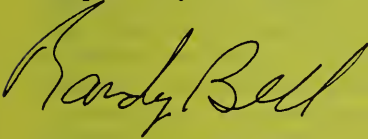
the educational system. The School Board ties all this together, as members of the Board are connected to both their community and to the administration and faculty. It is a great responsibility to serve on a School Board, and a great deal of work, which often goes unappreciated.

You are also fortunate in Litchfield to have a thorough, shrewd and fair Budget Committee involved in the process of recommending a budget needed to carry out the district's educational program. I have appreciated the professionalism of the Budget Committee's deliberations, even when the questioning was difficult, because it is clear that their goal was a budget which addressed our needs, but did so in as economically efficient a manner as possible.

This proposed budget contains, of course, the first and largest payment on the high school bond; the beginning operating costs of the high school; a desperately needed assistant principal and reading specialist for the Middle School; a reorganization of special education administration to improve services throughout the district; and increased funding for curriculum and professional development activities for faculty and staff. It is a substantial but prudent budget.

I am happy to be your Superintendent in these exciting times for Litchfield, and I look forward to continuing to work with the School Board, administrators, staff and community.

Respectfully submitted,

A handwritten signature in black ink, reading "Philip D. Bell, Jr.", written in a cursive style.

Philip D. Bell, Jr.
Superintendent of Schools

Griffin Memorial School
229 Charles Bancroft Highway
Litchfield, NH 03052

Linda N. Scott
Principal

Robert St. Cyr
Assistant Principal

Mr. Randy Bell
Superintendent of Schools
20 Library Street
Hudson, NH 03052

Dear Mr. Bell,

I am again privileged to report for Griffin Memorial School, my second year as principal, my sixth in the district. It is gratifying to watch the growth of the school community, and observe the education provided to the children of Litchfield. The dedicated and caring staff works tirelessly to provide the school community with the best practices in the field. Their combined expertise makes the education provided at Griffin among the best in the state, and contributes greatly to the participatory style of program development that I believe in for the future.

Enhanced collaboration and reflective practice were major objectives of the 1998-1999 school year. The model of inclusionary education that we provide mandates that practitioners consistently and effectively communicate regarding instruction for all students. Sustaining and improvement of student achievement, and the improvement of teacher efficacy – the way teachers feel about their ability to bring about learning in students – were other major goals addressed. We learned a lot about ourselves and our effectiveness as we focused on these areas.

There are a number of noteworthy new ventures evolving at Griffin. Our dedication to the provision for the educational needs of *all* students resulted in the formation of the *Recognizing Extraordinary Abilities in all Children (REACH)* committee, a group made up of teachers and parents. This group meets regularly to research and plan for enrichment that can offer curriculum for all abilities, including our gifted population. A result of this committee's work was the highly successful *Voyager Program* which was offered for the first time this summer to Litchfield students. Teacher training for *Voyager* was possible as the result of a sliver grant we received, which also provided *Generating Expectations for Student Achievement (GESA)*. These in depth workshops for the faculty were delivered by Dr. Loel Greene of Brown University, and focused on the provision of an enhanced inclusive environment with particular attention to diversity. The success of this endeavor would not have been possible without the extensive support of our parent volunteers and the innovative vision and committed work of a number of people.

The continued consistent involvement of our school community at large is foundational to all that happens at Griffin. Griffin again received the *Blue Ribbon Award* as a result of the P.T.O.'s superlative volunteer efforts. In June they undertook a huge endeavor, *Ocean Odyssey*, spearheaded by Brenda Radcliffe and Lori Martin, co-chairs of the P.T.O. It is impossible to describe in this short report the magnitude and success of the event - when the entire school was involved in hands-on ocean activities, including two major displays provided by the *New England Aquarium*. The Gold Circle Award was again achieved for the business partnerships, one with the Bank of New Hampshire which provides the school banking program, and the other with U.S. Post Office which provides the Wee Deliver school mail program.

Two new publications were launched this year. *Building Bridges* is a community newsletter designed to keep the school community at large informed about the directions that the school is taking. *The Write Stuff* is a literary magazine consisting entirely of student writing. The young authors were invited to an author's tea at the library by Mr. Hackert, which was a delightful event!

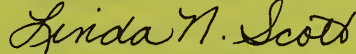
We continue to be proud of the accomplishments of all of our students in the various assessments administered. Griffin was cited as one achieving top ten status in the New Hampshire assessment program, highlighting the results of effectual instruction. The achievement at each proficiency level on

the *NHEIP* is as follows: Language Arts: Advanced – 8%, Proficient – 36%, Basic – 40%, Novice – 16%. Mathematics: Advanced – 25%, Proficient – 42%, Basic – 22%, Novice – 12%. The fourth grade students participated in the *California Achievement Test* and achieved (medial national percentiles) : 67.2nd percentile in Reading, 70th percentile in Language Arts, 82.4th percentile in Math, 66th percentile in Spelling, 77.8th percentile in Study Skills, 73rd percentile in Science, and 69.8th percentile in Social Studies.

Summer was busy with preparations for the 1999-2000 school year. The custodial staff perseveres in working to maintain the safe and clean facility that we inhabit. Dave Ross heads a crew that seems continually understaffed due to an open position that is difficult to fill in the current employment market. Their unwavering attention to the needs of the physical plant is indeed commendable. Numbers mandated the addition of a new fourth grade, and a new looping class began with third graders who will loop to fourth. Due to the retirement of Teresa Pinard who had faithfully fed the students of Litchfield for many years, Hilda Lawrence joined our staff and brought her skilled leadership to the cafeteria.

It is dangerous to begin naming names of people who deserve recognition for dedicated service to Griffin Memorial School, for there are so many people and so little space. I would be remiss, however, to neglect expressing gratitude to my dedicated Leadership Team and office personnel. The consistent and caring service they provide to the children and staff is irreplaceable. Combined with the best teachers in the state, we have an unmatched contingent. Certainly the future is bright as we enter into the new millenium empowered with the support of the new superintendent and his staff. I am grateful for the opportunity of serving in this outstanding school community.

Respectfully submitted,

A handwritten signature in cursive script that reads "Linda N. Scott".

Linda N. Scott, Principal

Litchfield Middle School
19 McELWAIN DRIVE
LITCHFIELD, NEW HAMPSHIRE 03052-2328

MARTIN SCHLICHTER
PRINCIPAL

TELEPHONE
424-2133
FAX
424-1296

January 6, 2000

Mr. Randy Bell
Superintendent Of Schools
20 Library Street
Hudson, NH 03051

Dear Randy:

It is with great pride and pleasure that I write my tenth annual report to you as the principal of the Litchfield Middle School.

As I reflect on the past decade, it is amazing to realize that when we opened the middle school our student population was 214 students and we had a staff of about 30 people. Today our student population has grown to 495 and we have a staff of close to 50 people. With this growth, our program has expanded and developed enriching the education of the children of Litchfield. All of us at the middle school remain dedicated to developing and refining basic skills, interests, and values while keeping in mind this age group's fragile self-esteem.

All of us at the middle school are very fortunate to have such an excellent facility in which to learn and work. Visitors often comment to me that they cannot tell the difference between the three-year-old addition and the twelve-year-old original building. Much of the credit for this has to go to our custodial staff under the direction of Sue Kierstead. Additionally, the students, staff and community groups have great respect for the building. Over the past decade, we have had little, if any, vandalism.

With the Campbell High School project nearing completion and the hiring of Christopher George as principal, more of my energies have focused on the instructional areas at the middle school. Major initiatives in the curriculum areas have and are taking place as I write this report. The new Language Arts curriculum has been well received and we look forward to implementing the new Social Studies and Math curriculums in the near future. As you are aware, I am pleased to be a part of the Best Schools Initiative as we develop a new and more effective way to supervise and evaluate staff throughout the district. The new staff development plan will enhance instruction with the outcome of improved student learning.

Having Principal George and his secretary housed at the middle school this year, as been a great benefit to all of us. His input into the high school program has fostered meaningful dialogue among our middle school teachers as it relates to short and long range planning. I am confident that having a Grades 1-12 school system will reap great benefits for this most supportive community.

I continue to be very proud of the climate here at the middle school. We continue to have very little student discipline issues and for the most part the children feel strong positive ties to their school. I thank the teaching staff for providing the students with an interesting and dynamic instructional program where each student is allowed to work towards achieving a positive level of success.

As we move forward there are some areas that need attention. Our Music program needs to be enhanced to incorporate a choral and band program. Many of our students have interests and skills in this area and the community will benefit greatly by expanding these programs. While our standardized test scores continue to be very good we must address some of the weaknesses in the New Hampshire State Assessment. Work has begun and our scores in future years should improve. Classroom space will also be an issue in the near future and some planning must be done to assure for reasonable class sizes.

In closing, I thank you and all the S.A.U. staff for the excellent support they provide. I thank the entire staff at the middle school, the school board, parents and students for allowing me each day to reflect on how fortunate I am to be principal of this school. I also thank the many community groups and organizations for their on-going support and especially our school's Parent Teacher Organization. Their hard work and support for students and teachers must be recognized. I look forward to working closely with you in all endeavors for many years to come.

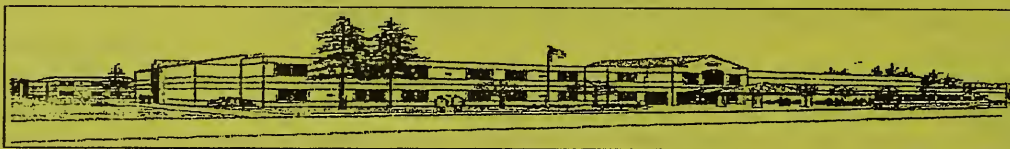
Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Martin Schlichter', written in a cursive style.

Martin Schlichter
Principal

MS/lp

Campbell High School



Litchfield, New Hampshire

Christopher L. George, Principal

(603) 886-1267

December 8, 1999

Mr. Philip D. Bell
Superintendent of Schools
20 Library Street
Hudson, NH 03051

Dear Mr. Bell,

As Principal of Campbell High School, I sit in the much coveted chair of the person responsible for putting together the program and staff for our new high school. I have been given the task of hiring the new teachers and developing the best possible course of study for the youth of Litchfield. It is an awesome responsibility and one that I take very seriously.

In taking the initial steps to accomplish these goals I have been immensely impressed by the care and commitment of the Litchfield School Board and the parents and residents of our town. The volunteers that have come forward to serve on the Building Advisory Committee, the Program and Philosophy Committee and the "Friends of Campbell High School" have been hardworking, welcoming and productive. In working with these individuals, I have quickly been convinced of a quality of caring for the educational needs of the children in town, which is simply exceptional. It is deeply gratifying to work so closely with a community that cares so deeply.

Much of our work is yet to be accomplished. The walls of Campbell High School have been erected and this month the steel will be set in place for the second floor to be poured and the roof to be placed over the auditorium and the gymnasium. We know that the finish date for construction is going to be close to the opening day of school in September of 2000 but we have every reason to believe that the educational program will be able to go forward in our new facility on the scheduled first day of school. In our first year, we will be educating the 9th and 10th grade students from the town of Litchfield. In each succeeding year, we will add an additional class until our first graduating class in June of 2003.

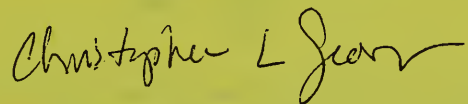
We know that our students will be well served by a program that personalizes instruction at the same time that it holds high standards for each child's achievements. Many of our courses will be taught in an interdisciplinary format because the brain research supports learning that allows adolescents to make connections among different disciplines. Students will be enrolled in an advisory program that will provide assistance, planning and instruction during each of their four years at CHS. They will be involved in planning out their academic course selections along with their teachers and parents and they will be responsible for keeping those course selections aligned with their goals for life after high school. They will also be required to present their mastery of skills in a public forum during their Sophomore and Senior Exhibitions. Community service, additional course requirements and a pledge of support for the honor code are other aspects of the curriculum which will raise the standards for our students at Campbell High School above those required by the state for certification.

In the months ahead, a formal course of studies will be presented to the Litchfield School Board. Recommended programs, class structure, school governance and teaching styles will be based on research which reflects the best practices in the field. In addition, we will be looking for town volunteers that wish to receive training and work on interview committees that will serve to provide direction in our selection of staff for the new school.

Clearly, it is an exciting and demanding and challenging time of immense opportunity as we go forward in establishing one of the premier high schools in our state.

I look forward to the challenges and the discussions that lay before us and I am deeply honored to have been chosen to lead our new school into the 21st century.

Respectfully submitted,

A handwritten signature in black ink, reading "Christopher L. George". The signature is fluid and cursive, with the first name "Christopher" written in a larger, more prominent script than the last name "George".

Christopher L. George
Principal

Litchfield School District
Ballot Portion of Annual Meeting
March 9, 1999

School District Moderator, 1-year term:
Phillip M. Reed 1,922 elected

School Board Member, 3-year term:
Laura Loeb-Ferrari 1,143 elected
Richard T. Rafferty 951

School District Clerk, 1-year term:
Gina Allocca Ferlan 1,840 elected

School District Treasurer, 1-year term:
JoEllen Bellerive 1,836 elected

Article 1. Shall the Litchfield School District vote to raise and appropriate the sum of \$11,686,000.00 for the construction and original equipping of a new high school, and to authorize the issuance of not more than \$11,686,000.00 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33) and to authorize the School Board to issue and negotiate such bonds or notes? And further, to raise and appropriate the sum of \$578,457.00 for the purpose of paying the first annual interest installment on the bond issue? This article is recommended by the School Board and the Budget Committee.

yes 1,550 carried
no 734

Article 2. Shall the Litchfield School District vote to raise and appropriate the sum of \$194,586.00, which includes salary and benefits to hire administrative and support staff, and to purchase and install computer and other technology equipment for said staff during the construction phase of Campbell High School in the year 1999-2000 in order to plan curriculum, recruit and hire the certified and support staff when the school opens for the 2000-2001 school year? This article is recommended by the School Board and the Budget Committee.

yes 1,505 carried
no 770

Article 3. Shall the Litchfield School District vote to rescind authorization of bonds and notes originally authorized by the District on March 7, 1997, for the purpose of the Middle School addition? This article is recommended by the School Board.

yes 1,746 carried
no 462

Article 4. Shall the Litchfield School district vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles, the amounts set forth on the budget posed with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$9,639,324.00? Should this article be defeated, the operating budget shall be \$9,313,008.00, which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue revised operating budget only. This article is recommended by the School Board and by the Budget Committee

yes 1,534 carried
no 686

Article 5 (by petition). Shall the Litchfield School District ratify and fund Litchfield students to attend the Bedford Academy Charter School for a period of 5 years at a first year annual appropriation of \$5,600.00 per student, not to exceed \$6,000.00 which shall be approved by the voters in the district operating budget? Legal Counsel has advised that this warrant article will be of no legal effect if adopted.

yes 675
no 1,508 defeated

Article 6 (by petition). Shall the District vote to direct the School Board to negotiate, in good faith, with the Hudson School Board, to develop a long-term plan to move the Litchfield students to a new Litchfield High School.

yes 1,295 carried
no 871

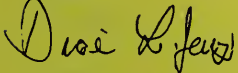
Article 7. Shall the Litchfield School District vote to accept the recommendation of the SAU Planning Committee created by vote of the 1998 Annual School District Meeting for the purpose of considering withdrawal from or a reorganization of its School Administrative Unit into a separate SAU, comprised of Litchfield only. The Committee recommends:

That the Litchfield School District not withdraw from School Administrative Unit #27; nor reorganize by joining with or attracting districts from another SAU; nor reorganization within the current SAU by transfer of personnel to the District level. Accordingly, the committee recommends that the current model of delivery for SAU services be continued.

This is recommended by the School Board.

yes 1,352 carried
no 819

attest:



Diane L. Jerry
Town Clerk
March 10, 1999

**Litchfield School District Meeting --Deliberative Session
February 5, 1999**

Time, Place: 7:25 p.m., Gymnasium, Litchfield Middle School

Present: Phillip Reed, Moderator

School Board: Richard Lascelles, Chairman
Laurie Ortolano, Vice-Chairman
Cindy Couture
Donna Straight
Stephen Seabrook

Budget Committee: William Spencer, Chairman
Ralph Boehm
SueAnn Johnson
David Michaud
Tim Wade

School Administrative Unit:

John Powers, Interim Superintendent
William Kress, Assistant Superintendent
Owen Conway, Assistant Superintendent
Mike Elwell, School District Couns
Terry Wiggins, Business Administrator

Representative Leon Calawa led the Pledge of Allegiance and Moderator Reed reviewed the procedures under which the meeting would be conducted.. On a voice vote, the assembly agreed to allow non-voters to speak, which has been customary in previous years.

Under the New Senate Bill 2 Laws, the meeting proceeded directly to the Articles.

Article 1

Richard Lascelles speaks to the article. He states that numerous options for Litchfield have been researched and that all have yielded very limited results. He discusses the problem with Litchfield growth and Hudson growth and also that the costs are going to be significantly lower if the public acts now in erecting the high school due to interest rates and increasing costs architecturally.

Laurie Ortolano speaks concerning the problem with school growth.

No discussion follows

Article 2 No discussion

Article 3 No discussion

Article 4

Bob Demarais, 12 Blue Jay Way asks a question concerning the SAU Budget

No discussion follows

Article 5

Mike Elwell, School District Counsel, speaks to the unlawful nature of the article.

Steve Harris, 109 Pinecrest Rd., brings amendment to the floor

““Shall we adopt the provisions of RSA 194-B, regarding charter and open enrollment schools?” and “Shall no more than 100 percent of the district’s current pupil enrollment be eligible for tuition to attend charter and open enrollment schools located outside the school district?”; and “Shall no more than 100 percent of the district’s current pupil enrollment be eligible for tuition to attend charter and open enrollment schools located inside the school district?””

Handwritten: 4/29/99

**Litchfield School District Meeting --Deliberative Session
February 5, 1999**

Ed Krueger, Bedford Academy president, speaks to the school's interest in a short-term rescindable contract with Litchfield.

Al Raccio, 16 Bear Run Drive, speaks to the option.

Marilyn Wade, 123 Page Rd, questions Mr. Kruegers monetary interest in the town.

Richard Grauslys, 31 Pilgrim Drive

Quentin Lewis, 16 Meadowbrook Lane

Michael Ortolano, 16 Martin Lane

Bill Spencer, Budget Committee Chair, questions the ability to fully open and operate a school in 6 months time.

Mark Charbonneau ends debate, 2nded from floor

Voting- no defeats aye through voice vote- amendment defeated

Laurie Ortolano brings amendment to the floor-

Adds to Article " Legal Counsel has advised that this warrant article will be of no legal effect if adopted."

Voting --ayes defeat nos through voice vote--amendment passes

Article 6

Al Raccio, 16 Bear Run speaks to article concerning the issue of a possible Junior High in Hudson

John Powers, Interim Superintendent, discusses the inability of the school districts to collaborate on the issue of a joint Junior High due to the undesirable nature of a 1500 student Junior High School.

Rich Lascelles, School Board Chair, speaks concerning the undesirable position of not having any control over the children's education. he shows charts and graphs supporting his views.

Judy Burke speaks concerning the author of the article.

Bill Spencer brings amendment to the floor--

"To see if the District will vote to direct the School Board to negotiate, in good faith, with the Hudson School Board to develop a long-term plan to move the Litchfield students to a new Litchfield High School."

Ralph Boehm, Budget Committee, discusses legitimacy of the amendment to the article

Raymond King, 21 Naticook Ave., speaks to the article concerning the change in opinion of Litchfield children going to Alvirne High School

Al Raccio speaks concerning his last remarks.

Michael Ortolano calls debate, 2nded from floor

Vote to end debate--ayes defeat nos, debate ends

Vote on amendment--on a voice vote, ayes defeat nos, amendment passes

Article 7

No discussion

Phillip Reed calls for meeting to adjourn

Vote on adjournment-- unanimous vote to end debate

Meeting adjourns--9:35 p.m.

Handwritten:
attnd
4/25/99

Litchfield School District Warrant

The Articles contained hereafter are to be contained in the Ballot of the Town of Litchfield to be voted on March 9, 1999

Article 1

Shall the Litchfield School District vote to raise and appropriate the sum of \$11,686,000 for the construction and original equipping of a new high school, and to authorize the issuance of not more than \$11,686,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33) and to authorize the School Board to issue and negotiate such bonds or notes? And Further, to raise and appropriate the sum of \$578,457 for the purpose of paying the first annual interest installment on the bond issue?

Recommended by the Litchfield School District
Recommended by the Budget Committee

Article 2

Shall the Litchfield School District vote to raise and appropriate the sum of \$194,586 which includes salary and benefits to hire administrative and support staff, and to purchase and install computer and other technology equipment for said staff during the construction phase of Campbell High School in the year 1999-2000 in order to plan curriculum, recruit and hire the certified and support staff when the school opens for the 2000-2001 school year?

Recommended by the Litchfield School District
Recommended by the Budget Committee

Article 3

Shall the Litchfield School District vote to rescind authorization ^{of \$180,000} of Bonds and Notes originally authorized by the district on March 7, 1997, for the purpose of the Middle School Addition?

Recommended by the Litchfield School District

Article 4

Shall the Litchfield School District raise and appropriate as an operating budget, not including appropriations by special warrant articles, the amounts set forth on the budget posed with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$9,639,324? Should this Article be defeated, the operating budget shall be \$9,313,008 which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI to take up the issue revised operating budget only.

Recommended by the Litchfield School District
Recommended by the Budget Committee

Litchfield School District Warrant

Article 5(By Petition)

Shall the Litchfield School District ratify and fund Litchfield students to attend the Bedford Academy Charter School for a period of 5 years at a first year annual appropriation \$5,600 per student not to exceed \$6,000 which shall be approved by the voters in the district operating budget? Legal Counsel has advised that this warrant article will be of no legal effect if adopted.

Article 6(By Petition)

To see if the District will vote to direct the School Board to negotiate, in good faith, with the Hudson School Board to develop a long-term plan to move the Litchfield students to a new Litchfield High School.

Article 7


Shall the Litchfield School District vote to accept the recommendation of the SAU Planning Committee created by vote of the 1998 Annual School District Meeting for the purpose of considering withdrawal from or a reorganization of its School Administrative Unit into a separate SAU, comprised of Litchfield only. The Committee recommends:

That the Litchfield School District not withdraw from School Administrative Unit #27; nor reorganize by joining with or attracting districts from another SAU; nor reorganization within the current SAU by transfer of personnel to the District level. Accordingly the Committee recommends that the current model of delivery for SAU services be continued.

Recommended by the Litchfield School District



Gina M. Allocca Ferlan
Litchfield School District Clerk





PLODZIK & SANDERSON

Professional Association/Accountants & Auditors

193 North Main Street • Concord • New Hampshire • 03301-5063 • 603-225-6996 • FAX-224-1380

INDEPENDENT AUDITOR'S REPORT

To the Members of the School Board
Litchfield School District
Litchfield, New Hampshire

We have audited the accompanying general purpose financial statements of the Litchfield School District as of and for the year ended June 30, 1999 as listed in the table of contents. These general purpose financial statements are the responsibility of the School District's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The general purpose financial statements referred to above do not include the general fixed assets account group which should be included in order to conform with generally accepted accounting principles. As is the case with most municipal entities in the State of New Hampshire, the Litchfield School District has not maintained historical cost records of its fixed assets. The amount that should be recorded in the general fixed assets account group is not known.

In our opinion, except for the effect on the financial statements of the omission described in the preceding paragraph, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Litchfield School District, as of June 30, 1999, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

The Unaudited Supplementary Information on page 17 is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplementary information. However, we did not audit the information and do not express an opinion on it. In addition, we do not provide assurance that the Litchfield School District is or will become year 2000 compliant, the Litchfield School District's year 2000 remediation efforts will be successful in whole or in part, or that parties with which the Litchfield School District does business are or will become year 2000 compliant.

*Litchfield School District
Independent Auditor's Report*

Our audit was made for the purpose of forming an opinion on the general purpose financial statements of the Litchfield School District taken as a whole. The combining and individual fund financial statements listed as schedules in the table of contents are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of the Litchfield School District. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

July 23, 1999

*Plodzik & Sanderson
Professional Association*

EXHIBIT A
LITCHFIELD SCHOOL DISTRICT
Combined Balance Sheet - All Fund Types and Account Group
June 30, 1999

<u>ASSETS AND OTHER DEBITS</u>	<u>Governmental Fund Types</u>		
	<u>General</u>	<u>Special Revenue</u>	<u>Capital Projects</u>
<u>Assets</u>			
Cash and Equivalents	\$ 117,101	\$ 60,503	\$ 4,869,309
<u>Receivables</u>			
Accounts	91		
Intergovernmental	6,634	6,086	
Interfund Receivable	3,806		
<u>Other Debits</u>			
Amount to be Provided for			
Retirement of General Long-Term Debt			
 TOTAL ASSETS AND OTHER DEBITS	<u>\$ 127,632</u>	<u>\$ 66,589</u>	<u>\$ 4,869,309</u>
 <u>LIABILITIES AND EQUITY</u>			
<u>Liabilities</u>			
Accounts Payable	\$ 18,761	\$	\$
Bond Anticipation Note Payable			5,000,000
Interfund Payable		3,806	
Due to Student Groups			
General Obligation Debt Payable			
Capital Leases Payable			
Compensated Absences Payable			
Total Liabilities	<u>18,761</u>	<u>3,806</u>	<u>5,000,000</u>
 <u>Equity</u>			
<u>Fund Balances</u>			
Reserved for Encumbrances	10,604		451,000
Reserved for Special Purposes			4,863
<u>Unreserved</u>			
Designated for Special Purposes		62,783	
Undesignated (Deficit)	<u>98,267</u>	<u></u>	<u>(586,554)</u>
Total Equity	<u>108,871</u>	<u>62,783</u>	<u>(130,691)</u>
 TOTAL LIABILITIES AND EQUITY	<u>\$ 127,632</u>	<u>\$ 66,589</u>	<u>\$ 4,869,309</u>

<u>Fiduciary Fund Type</u>	<u>Account Group</u> General Long-Term Debt	Total (Memorandum Only)
<u>Agency</u>		
\$ 21,158	\$	\$ 5,068,071
		91
		12,720
		3,806
	<u>1,896,736</u>	<u>1,896,736</u>
<u>\$ 21,158</u>	<u>\$ 1,896,736</u>	<u>\$ 6,981,424</u>
\$	\$	\$ 18,761
		5,000,000
		3,806
21,158		21,158
	1,858,000	1,858,000
	11,586	11,586
	<u>27,150</u>	<u>27,150</u>
<u>21,158</u>	<u>1,896,736</u>	<u>6,940,461</u>
		461,604
		4,863
		62,783
		<u>(488,287)</u>
		<u>40,963</u>
<u>\$ 21,158</u>	<u>\$ 1,896,736</u>	<u>\$ 6,981,424</u>

The notes to financial statements are an integral part of this statement.

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EXHIBIT B
LITCHFIELD SCHOOL DISTRICT
Combined Statement of Revenues, Expenditures and Changes in Fund Balances
All Governmental Fund Types
For the Fiscal Year Ended June 30, 1999

	General	Special Revenue	Capital Projects	Total (Memorandum Only)
<u>Revenues</u>				
School District Assessment	\$ 8,308,261	\$	\$	\$ 8,308,261
Intergovernmental	791,370	70,646		862,016
Charges for Services	42,032	163,820		205,852
Miscellaneous	<u>326,648</u>	<u>2,177</u>	<u>4,501</u>	<u>333,326</u>
<u>Total Revenues</u>	<u>9,468,311</u>	<u>236,643</u>	<u>4,501</u>	<u>9,709,455</u>
<u>Expenditures</u>				
<u>Current</u>				
Instruction	5,541,403	31,806		5,573,209
<u>Supporting Services</u>				
Pupils	302,916			302,916
Instructional Staff Services	106,312			106,312
General Administration	209,365			209,365
School Administration	290,497			290,497
Business	1,025,854	173,395		1,199,249
Managerial	771,155			771,155
Facilities Acquisition and Construction	627,365		151,816	779,181
Debt Service	<u>632,338</u>			<u>632,338</u>
<u>Total Expenditures</u>	<u>9,507,205</u>	<u>205,201</u>	<u>151,816</u>	<u>9,864,222</u>
<u>Excess (Deficiency) of Revenues</u>				
<u>Over (Under) Expenditures</u>	(38,894)	31,442	(147,315)	(154,767)
<u>Fund Balances - July 1</u>	<u>147,765</u>	<u>31,341</u>	<u>16,624</u>	<u>195,730</u>
<u>Fund Balances (Deficit) - June 30</u>	<u>\$ 108,871</u>	<u>\$ 62,783</u>	<u>\$ (130,691)</u>	<u>\$ 40,963</u>

The notes to financial statements are an integral part of this statement.

EXHIBIT C
LITCHFIELD SCHOOL DISTRICT
Combined Statement of Revenues, Expenditures and Changes in Fund Balances
Budget and Actual (Budgetary Basis)
General and Special Revenue Funds
For the Fiscal Year Ended June 30, 1999

	General Fund		Variance
	Budget	Actual	Favorable (Unfavorable)
<u>Revenues</u>			
School District Assessment	\$ 8,167,283	\$ 8,308,261	\$ 140,978
Intergovernmental	753,658	754,351	693
Charges for Services	10,000	42,032	32,032
Miscellaneous	335,000	326,648	(8,352)
<u>Other Financing Sources</u>			
Operating Transfers In			
<u>Total Revenues and Other Financing Sources</u>	<u>9,265,941</u>	<u>9,431,292</u>	<u>165,351</u>
<u>Expenditures</u>			
<u>Current</u>			
Instruction	5,471,341	5,504,655	(33,314)
<u>Supporting Services</u>			
Pupils	265,302	302,916	(37,614)
Instructional Staff Services	107,033	105,717	1,316
General Administration	192,963	210,043	(17,080)
School Administration	294,940	295,217	(277)
Business	1,036,512	1,021,012	15,500
Managerial	760,982	771,155	(10,173)
Facilities Acquisition and Construction	633,935	627,365	6,570
Debt Service	632,326	632,338	(12)
<u>Other Financing Uses</u>			
Operating Transfers Out	8,000		8,000
<u>Total Expenditures and Other Financing Uses</u>	<u>9,403,334</u>	<u>9,470,418</u>	<u>(67,084)</u>
<u>Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses</u>	<u>\$ (137,393)</u>	<u>(39,126)</u>	<u>\$ 98,267</u>
<u>Unreserved Fund Balances - July 1</u>		<u>137,393</u>	
<u>Unreserved Fund Balances - June 30</u>		<u>\$ 98,267</u>	

Special Revenue Funds			Totals (Memorandum Only)		
Budget	Actual	Variance Favorable (Unfavorable)	Budget	Actual	Variance Favorable (Unfavorable)
\$	\$	\$	\$ 8,167,283	\$ 8,308,261	\$ 140,978
63,000	70,646	7,646	816,658	824,997	8,339
112,000	163,820	51,820	122,000	205,852	83,852
	2,177	2,177	335,000	328,825	(6,175)
<u>8,000</u>	<u> </u>	<u>(8,000)</u>	<u>8,000</u>	<u> </u>	<u>(8,000)</u>
<u>183,000</u>	<u>236,643</u>	<u>53,643</u>	<u>9,448,941</u>	<u>9,667,935</u>	<u>218,994</u>
39,000	31,806	7,194	5,510,341	5,536,461	(26,120)
			265,302	302,916	(37,614)
			107,033	105,717	1,316
			192,963	210,043	(17,080)
			294,940	295,217	(277)
144,000	173,395	(29,395)	1,180,512	1,194,407	(13,895)
			760,982	771,155	(10,173)
			633,935	627,365	6,570
			632,326	632,338	(12)
<u> </u>	<u> </u>	<u> </u>	<u>8,000</u>	<u> </u>	<u>8,000</u>
<u>183,000</u>	<u>205,201</u>	<u>(22,201)</u>	<u>9,586,334</u>	<u>9,675,619</u>	<u>(89,285)</u>
<u>\$ -0-</u>	31,442	<u>\$ 31,442</u>	<u>\$ (137,393)</u>	(7,684)	<u>\$ 129,709</u>
	<u>31,341</u>			<u>168,734</u>	
	<u>\$ 62,783</u>			<u>\$ 161,050</u>	

The notes to financial statements are an integral part of this statement.

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LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1999

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

In New Hampshire, each town constitutes a school district except districts organized under special acts of Legislature. The Litchfield School District serves the community of Litchfield, New Hampshire and provides public education services for students in kindergarten through grade eight.

The financial statements of the School District have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to the governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the government's accounting policies are described below.

A. Reporting Entity

The Litchfield School District is a municipal corporation governed by an elected 5-member Board. As required by generally accepted accounting principles, these financial statements present the Litchfield School District (primary government), and its component units. Component units are organizations for which the primary government is financially accountable or for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete. Based on the foregoing criteria, no other organizations are included in the School District's financial reporting entity.

B. Basis of Presentation - Fund Accounting

The accounts of the School District are organized on the basis of funds or account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures, as appropriate. The various funds are grouped by type in the financial statements. The following fund types and account groups are used by the School District:

Governmental Fund Types

General Fund - The General Fund is the general operating fund of the School District. All general tax revenues and other receipts that are not allocated by law or contractual agreement to another fund are accounted for in this fund. From the fund are paid the general operating expenditures, the fixed charges, and the capital improvement costs that are not paid through other funds.

Special Revenue Funds - Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than expendable trust or major capital projects) requiring separate accounting because of legal or regulatory provisions or administrative action.

Capital Projects Funds - Transactions related to resources obtained and used for the acquisition, construction, or improvement of capital facilities are accounted for in Capital Projects Funds.

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LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1999

Fiduciary Fund Types

Agency Funds - These funds account for assets held by the School District as an agent for student groups.

Account Groups

Account groups are not "funds." They are concerned only with the measurement of financial position. They are not involved with measurement of results of operations. The School District uses the following account groups:

General Fixed Assets Account Group - General fixed assets have been acquired for general governmental purposes and have been recorded as expenditures in the applicable fund. These expenditures are required to be capitalized at historical cost in a General Fixed Assets Account Group for accountability purposes. In accordance with the practices followed by most other municipal entities in the State, the School District does not maintain such a record of its general fixed assets and, accordingly, a statement of general fixed assets, required by generally accepted accounting principles, is not included in this financial report.

General Long-Term Debt Account Group - This account group is established to account for all long-term debt of the School District.

C. Measurement Focus/Basis of Accounting

Governmental and Agency Funds use the modified accrual basis of accounting. Under this method, revenues are recognized in the accounting period in which they become both available and measurable (flow of current financial resources measurement focus). Most miscellaneous revenues are recorded when received in cash. General taxes, intergovernmental revenues, charges for services, and investment earnings are recorded when earned (when they are measurable and available). Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except expenditures for prepayments, debt service, and other long-term obligations, which are recognized when due.

D. Budgetary Accounting

General Budget Policies

General governmental revenues and expenditures accounted for in budgetary funds are controlled by a formal integrated budgetary accounting system in accordance with various legal requirements which govern the School District's operations. At its annual meeting, the School District adopts a budget for the next fiscal year for the General and Special Revenue Funds. Project-length financial plans are adopted for all Capital Project Funds. Except as reconciled below, budgets are adopted on a basis consistent with generally accepted accounting principles.

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1999

Management may transfer appropriations between operating categories as they deem necessary, but expenditures may not legally exceed budgeted appropriations in total except as described in the following paragraph. Unexpended balances of special articles for specific purposes may not be transferred and all annual appropriations lapse at year-end unless encumbered.

In the case of emergency expenditures, overexpenditures are allowed under the provisions of the Municipal Budget Law (RSA Chapter 32) if prior approval is secured from the New Hampshire Department of Education.

State statutes require balanced budgets, but provide for the use of beginning unreserved fund balance to achieve that end. In the fiscal year 1998-99, \$137,393 of the beginning General Fund fund balance was applied for this purpose.

Encumbrances

Encumbrance accounting, under which purchase orders, contracts, and continuing appropriations (certain projects and specific items not fully expended at year end) are recognized, is employed in the governmental funds. Encumbrances are not the equivalent of expenditures and are therefore reported as part of the fund balance at June 30 and are carried forward to supplement appropriations of the subsequent year.

Amounts recorded as expenditures in the Combined Statement of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual - General and Special Revenue Funds (Exhibit C) are presented on the basis budgeted by the District. The amounts differ from those reported in conformity with generally accepted accounting principles in the Combined Statement of Revenues, Expenditures and Changes in Fund Balances - All Governmental Fund Types (Exhibit B) as follows:

	<u>General Fund</u>
<u>Expenditures and Other Financing Uses</u>	
Per Exhibit C (Budgetary Basis)	\$ 9,470,418
<u>Adjustments</u>	
<u>Basis Difference</u>	
Encumbrances - June 30, 1998	10,372
Encumbrances - June 30, 1999	(10,604)
Retirement contributions paid by State of NH	<u>37,019</u>
Per Exhibit B (GAAP Basis)	<u>\$ 9,507,205</u>

E. Assets, Liabilities and Fund Equity

Cash and Equivalents

For financial reporting purposes, cash and equivalents include amounts in demand deposits and money market funds, as well as certificates of deposit and short-term investments with original maturities of 90 days or less.

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1999

The District Treasurer is required by State statute to have custody of all monies belonging to the District and shall pay out the same only upon orders of the school board. State statutes authorize the Treasurer, with the approval of the school board, to invest excess funds in obligations of the United States Government, in the public deposit investment pool established pursuant to RSA 383:22, in savings bank deposits, certificates of deposit, and repurchase agreements of banks incorporated under the laws of the State of New Hampshire or in banks recognized by the State Treasurer. Any person who directly or indirectly receives any such funds for deposit or for investment in securities of any kind shall, prior to acceptance of such funds, make available at the time of such deposit or investment an option to have such funds secured by collateral having a value at least equal to the amount of such funds. Such collateral shall be segregated for the exclusive benefit of the District. Only securities defined by the Banking Commissioner as provided by rules adopted pursuant to RSA 386:57 shall be eligible to be pledged as collateral.

Receivables

Receivables have been recorded for the following item:

Certain grants received from other governments require that eligible expenditures be made in order to earn the grant. Revenue for these grants is recorded for the period in which eligible expenditures are made.

Interfund Receivables and Payables

During the course of normal operations, the School District has transactions between funds, including expenditures and transfers of resources to provide services and fund capital outlay. The accompanying governmental and fiduciary fund financial statements reflect such transactions as transfers. To the extent that certain transactions have not been paid or received as of June 30, balances of interfund amounts receivable or payable have been recorded.

Long-Term Liabilities

General Obligation Debt - General obligation bonds, notes, capital leases, and other forms of long-term debt, supported by general revenues are obligations of the School District as a whole. Accordingly, such unmatured obligations of the School District are accounted for in the General Long-Term Debt Account Group.

Compensated Absences - Employees may accumulate a limited amount of earned but unused vested benefits, which will be paid to employees upon separation from the School District's service. In Governmental Fund Types and Fiduciary Fund Types, the cost of vested benefits paid or expected to be liquidated with expendable available financial resources are reported as an expenditure and fund liability of the fund. Amounts of vested or accumulated leave benefits that are not expected to be liquidated with expendable available financial resources are reported in the general long-term debt account group. No expenditure is reported for these amounts.

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1999

Fund Equity

The portion of fund balance which has been legally segregated for a specific future use, or which indicates that a portion is not appropriable for expenditures, is shown as reserved. The following reserves are used by the School District:

Reserved for Encumbrances - is used to account for open purchase orders, contracts and other commitments at year end for which goods and services have not been received.

Reserved for Special Purposes - is used to account for the unencumbered balance of restricted funds. These include the uncommitted balances of bond proceeds.

The portion of unreserved fund balance for which management has specific plans is shown as designated. The following designation is used by the School District:

Designated for Special Purposes - is used to account for the unencumbered balances of Special Revenue Funds.

F. Total Columns (Memorandum Only) on Combined Statements

Amounts in the "Total (Memorandum Only)" columns in the combined financial statement line items of the fund types and account group are presented for analytical purposes only. The summation includes fund types and an account group that use different bases of accounting, includes interfund transactions that have not been eliminated and the caption "amounts to be provided," which is not an asset in the usual sense. Consequently, amounts shown in the "Total (Memorandum Only)" columns are not comparable to a consolidation and do not represent the total resources available or total revenues and expenditures of the School District.

NOTE 2 - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

A. Deficit Fund Balances

Project Deficit

There is a deficit of \$586,554 in the Capital Projects (High School Construction) Fund at June 30, 1999. This deficit arises because of the application of generally accepted accounting principles to the financial reporting for this fund. Bonds or notes authorized to finance the project are not recognized on the financial statements until issued.

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1999

B. Excess of Expenditures Over Appropriations

The following governmental funds had an excess of expenditures over appropriations for the year ended June 30, 1999:

General Fund	\$ 67,084
<u>Special Revenue Fund</u>	
Food Service	<u>22,201</u>
<u>Total</u>	<u>\$ 89,285</u>

Overexpenditures occurred primarily due to the receipt and expenditure of unanticipated funds and due to an error in the setting of the tax rate. There is no evidence that prior approval was obtained from the Department of Education in accordance with the provisions of the municipal budget law. The overexpenditure was funded by excess revenue.

NOTE 3 - ASSETS

A. Cash and Equivalents

The School District maintains a common bank account in which the cash balances of most funds are maintained. The common bank account is used for receipts and disbursements relating to all these funds. All time deposits are the property of the General Fund.

All bank balances as of June 30, 1999, were insured or collateralized with securities held by the School District or its agent (Citizens Bank) in the School District's name.

Repurchase Agreement

Included in the School District's cash equivalents at June 30, 1999, was a short-term investment in a repurchase agreement issued by a local banking institution. Under this agreement, the School District will be repaid principal plus interest on a specified date which is subsequent to year end. The agreement is guaranteed/collateralized with securities held by the banking institution which exceed the amount of the agreement. To the extent that the banking institution may default on its commitment to these obligations, the School District is at risk of economic loss. Management considers this exposure to be minimal. At June 30, 1999, the School District held an investment in the following repurchase agreement:

<u>Amount</u>	<u>Interest Rate (%)</u>	<u>Maturity Date</u>	<u>Collateral Pledged</u>	
			<u>Underlying Securities</u>	<u>Market Value</u>
\$ 301,619	3.85	July 1, 1999	FHLMC	\$ 303,879

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1999

B. Interfund Receivables/Payables

Individual fund interfund receivable and payable balances at June 30, 1999 are as follows:

<u>Fund</u>	<u>Interfund Receivable</u>	<u>Interfund Payable</u>
General Fund	\$3,806	\$
<u>Special Revenue Fund</u>		
Federal Projects	_____	<u>3,806</u>
<u>Totals</u>	<u>\$3,806</u>	<u>\$3,806</u>

NOTE 4 - LIABILITIES

A. Operating Leases

The School District is obligated under a certain lease accounted for as an operating lease. Operating leases do not give rise to property rights and therefore the results of the lease agreements are not reflected in the School District's Account Groups.

The following is a schedule by years of future minimum rental payments required under its operating lease as of June 30, 1999:

<u>Fiscal Year Ending June 30.</u>	<u>Amount</u>
2000	\$ 5,627
2001	5,627
2002	5,627
2003	5,627
2004	<u>1,407</u>
<u>Total Minimum Payments Required</u>	<u>\$ 23,915</u>

B. Long-Term Debt

The following is a summary of the School District's general long-term debt transactions for the fiscal year ended June 30, 1999:

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1999

	General Obligation <u>Bonds Payable</u>	Capital Leases <u>Payable</u>	Compensated Absences <u>Payable</u>	<u>Total</u>
<i>General Long-Term Debt Account Group</i>				
Balance, Beginning of Year	\$ 2,360,000	\$ 19,048	\$ 24,075	\$ 2,403,123
Retired	(502,000)	(7,462)		(509,462)
Net increase in compensated absences payable	_____	_____	<u>3.075</u>	<u>3.075</u>
Balance, End of Year	<u>\$ 1,858,000</u>	<u>\$ 11,586</u>	<u>\$ 27,150</u>	<u>\$ 1,896,736</u>

Long-term debt payable at June 30, 1999, is comprised of the following:

<u>General Long-Term Debt Account Group</u>	<u>Original Amount</u>	<u>Issue Date</u>	<u>Maturity Date</u>	<u>Interest Rate %</u>	<u>Outstanding at 6/30/99</u>
<u>General Obligation Bond Payable</u>					
<u>Description of Issue</u>					
School Building	\$3,850,000	1986	2003	7.2-7.3	\$ 850,000
Middle School Addition	\$1,260,000	1997	2003	5.21	<u>1,008,000</u>
					\$ 1,858,000
<u>Capital Lease Payable</u>					
Copier Machines					11,586
<u>Compensated Absences Payable</u>					
Vested Sick Leave					<u>27,150</u>
<u>Total General Long-Term Debt Account Group</u>					<u>\$ 1,896,736</u>

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1999

Annual Requirements To Amortize General Obligation Bonds

The annual requirements to amortize all general obligation bonds outstanding as of June 30, 1999, including interest payments, are as follows:

<u>Fiscal Year Ending</u> <u>June 30.</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2000	\$ 502,000	\$ 98,815	\$ 600,815
2001	502,000	67,498	569,498
2002	502,000	36,119	538,119
2003	<u>352,000</u>	<u>10,215</u>	<u>362,215</u>
Totals	<u>\$ 1,858,000</u>	<u>\$ 212,647</u>	<u>\$ 2,070,647</u>

Annual Requirements to Amortize Capital Lease

The annual requirements to amortize all capital leases outstanding as of June 30, 1999 are as follows:

<u>Fiscal Year Ending</u> <u>June 30.</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2000	\$ 8,187	\$ 714	\$ 8,901
2001	<u>3,399</u>	<u>124</u>	<u>3,523</u>
Totals	<u>\$ 11,586</u>	<u>\$ 838</u>	<u>\$ 12,424</u>

All debt is general obligation debt of the School District, which is backed by its full faith and credit.

The lease-purchase agreement contains a non-appropriation funding clause whereby, in the event no funds or insufficient funds are appropriated by the School District, the lease shall terminate without penalty or expense to the School District.

Bonds or Notes Authorized - Unissued

Bonds and notes authorized and unissued as of June 30, 1999 were as follows:

<u>Per District</u> <u>Meeting Vote of</u>	<u>Purpose</u>	<u>Unissued</u> <u>Amount</u>
March 9, 1999	High School Construction	<u>\$11,686,000</u>

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1999

C. Bond Anticipation Note Payable

State statutes allow the School District to incur debt up to the amount of the bond authorization in anticipation of the issuance of long-term debt in order to pay current expenses of a capital project. Notes issued in accordance with these statutes are general obligations of the School District.

The following bond anticipation note payable was outstanding at June 30, 1999:

<u>Capital Project</u>	<u>Amount</u>	<u>Maturity Date</u>	<u>Interest Rate %</u>
High School Construction	\$5,000,000	September 30, 1999	3.45

NOTE 5 - OTHER INFORMATION

A. Risk Management

The District is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors or omissions; injuries to employees; or natural disasters. During the fiscal year, the District was a member of the following public entity risk pool, currently operating as a common risk management and insurance program.

The New Hampshire School Boards Insurance Trust is a trust organized to provide certain property and liability insurance coverages to member school districts and school administrative units. The pool is self-sustaining through member premiums and includes varying amounts of coverage for property, auto, general liability, crime, umbrella, and boiler and machinery. Reinsurance through commercial companies is carried for claims in excess of self-insured amounts. Settled claims resulting from these risks have not exceeded coverage in any of the past three years. The trust agreement permits the Trust to make additional assessments to members should there be a deficiency in trust assets to meet its liabilities. At this time, the Trust foresees no likelihood that such action would be needed.

The School District continues to carry commercial insurance for all other risks of loss, including employee and public official fidelity bonds, health and accident insurance.

B. Defined Benefit Pension Plan

Plan Description and Provisions

The Litchfield School District participates in the New Hampshire Retirement System (System) which is the administrator of a cost-sharing multiple-employer contributory pension plan and trust established in 1967 by RSA 100-A:2 and is qualified as a tax-exempt organization under Sections 401(a) and 501(a) of the Internal Revenue Code. The plan is a contributory, defined benefit plan providing service, disability, death and vested retirement benefits to members and their beneficiaries. Provisions for benefits and contributions are established and can be amended by the

LITCHFIELD SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1999

New Hampshire State Legislature. The System issues a publicly available financial report that may be obtained by writing the New Hampshire Retirement System, 4 Chenell Drive, Concord, NH 03301.

Description of Funding Policy

The System is financed by contributions from both the employees and the School District. Member contribution rates are established and may be amended by the State legislature while employer contribution rates are set by the System trustees based on an actuarial valuation. All employees are required to contribute 5% of earnable compensation. For the year ended June 30, 1999, the School District contributed 2.93% for teachers and 4.16% for other employees. The contribution requirements for the Litchfield School District for the fiscal years 1997, 1998, and 1999 were \$64,686, \$83,847 and \$93,072, respectively, which were paid in full in each year.

The State of New Hampshire funds 35% of employer costs for teachers employed by the School District. The State does not participate in funding the employer cost of other School District employees. GASB Statement #24, *Accounting and Financial Reporting for Certain Grants and Other Financial Assistance* requires this amount to be reported as a revenue and expenditure in the School District's financial statements. This amount \$37,019 has been included on Exhibit B - Combined Statement of Revenues, Expenditures and Changes in Fund Balances - All Governmental Fund Types and is reconciled to the budgetary expenditures in Note 1D.

C. Summary Disclosure of Significant Contingencies

Litigation

There is a suit pending against the School District seeking approximately \$25,000 and attorneys' fees and costs for alleged failure to reasonably accommodate a student. The trial is scheduled for the year 2000. There is no insurance coverage on this claim.

There are other various claims and suits pending against the School District which arise in the normal course of the School District's activities. In the opinion of management, the ultimate disposition of these various claims and suits will not have a material effect on the financial position of the School District.

Grants

Amounts received or receivable from grantor agencies are subject to audit and adjustment by such agencies, principally the Federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount of expenditures which may be disallowed by the grantor cannot be determined at this time although the School District expects such amounts, if any, to be immaterial.

GRIFFIN MEMORIAL SCHOOL STAFF – 1999/2000

Allen, Tracy	Grade 1	B	26,347
Benoit, Susan	Grade 2	B	26,347
Blakadar, Rita	Special Ed.	B	41,684
Bliss, James	Physical Ed.	B	40,790
Bognaski, Mary	Librarian	M	47,192
Campbell, Colinette	Grade 3	B	42,970
Charest, Pauline	Grade 3	B	42,970
Cote, Doris	Grade 2	M	44,850
Cullen-Kent, Paula	Grade 4	B	42,970
Daron, Jodi	Grade 2	M	31,979
Deslauries, Jill	Speech	B	43,183
Faro, Constance	Reading	CAGS	52,875
Follett, Harrison	Grade 4	M	45,850
Ford, Mary	Spec.Serv./Case Coord.	M	49,720
Gigerenzer, Carol	Grade 4	M	45,850
Harrington, Owen	Grade 2	B	26,347
Hirsch, Francine	Preschool	B	47,151
Hottel, Pamela	Grade 3	B	25,406
Jarecki, Heather	Grade 1	B	29,381
Joy, Joan	Grade 1	M	48,491
Leite, Carolyn	Music	B	39,290
Lewis, Jason	Grade 4	B	24,499
Lewis, Robert	Special Ed.	M	28,032
McGowan, Susan	Grade 1	M	35,663
Michalewicz, Inga	Grade 2	B	31,169
Miller, Heidi	Art	B	41,970
Minnis, Diane	Guidance	M	45,374
Morris, Lori	Grade 1	B	26,347
Parent, Margaret	Grade 4	M	47,151
Puglise, Laura	Grade 1	B	24,499
Pratt, Kim	Grade 4	M	33,616
Proctor, Marilyn	Grade 2	M	48,491
Schieding, Carol	Grade 4	M	30,144
Scott, Linda	Principal	M	61,285
Shupe, Penelope	Grade 1	M	44,651
Skelly, Christine	Speech	B	30,553
St. Cyr, Robert	Asst. Principal	M	54,075
St. Louis, Julie	Grade 3	B	41,970
Tate, Christine	Special Ed.	B	29,069
Tibbetts, Mirian	Grade 3	B	42,970
Wolfe, Diane	Special Ed.	B	33,748
Zingales, Elizabeth	Grade 2	M	43,350

LITCHFIELD MIDDLE SCHOOL STAFF – 1999/2000

Brooks, Melanie	Grade 8/Lang. Arts	B	31,169
Brucker, Nancy	Grade 5	M	37,488
Choate, Joyce	Grade 7/Science	M	47,151
Cogan, Carolyn	Grade 7/Social Studies	B	42,970
Coutu, Karen	Special Education	B	27,320
Cummings, Mary (1/2)	Guidance	M	14,016
Demers, Phyllis (Job Share)	Grade 6/Math	M	22,161
Dodge, Christopher	Grade 8/Science	B	30,469
Dodge, Jean	Grade 7/Math	B	31,596
Gaffney, Jody	Music	B	25,406
Garabedian, Kathleen	Art	M	31,049
Irving, Cheryl (Job Share)	Grade 6/Math	B	20,925
Kreider, Kimberly	Grade 8/Math	B	33,977
Langton, Debra	Grade 6/Science	B	29,381
Lippincott, Donald	Industrial Arts	B	39,290
Locke, Heather	Grade 6	B	25,406
Love, Holly	Grade 5	M	43,350
MacDougall, Jessica	Grade 7	B	27,320
McPhee, Catherine	Grade 8/Social Studies	B	40,790
Medeiros, Maryellen	Grade 6/Lang. Arts	B	26,347
Mooradian, Catherine	Guidance	M	45,693
Murray, Jane	Special Education	M	48,491
Nelson, Audra	Special Education	B	24,499
Nolan, Kim	Grade 5	M	33,616
O'Sullivan, Deborah	Special Services	M	46,350
Schlichter, Martin	Principal	M	64,375
Scurrah, Geraldine	Physical Ed.	B	31,596
Sidilau, Kathleen	Grade 6/Social Studies	B	40,790
Simoneau, Maria (1/2)	Foreign Language	B	15,439
Sunderland, Donna	Grade 7/Lang. Arts	M	33,163
Tarr, Teresa	Grade 5	B	40,790
Thayer, Martha	Grade 5	B	30,261
Therrien, Jennifer	Grade 8/Lang. Arts	M	30,144
Welch, Patricia	Home Economics	B	40,790

Griffin Memorial School
229 Charles Bancroft Hwy.
Litchfield, NH 03052

Linda N Scott
Principal

Robert St. Cyr
Asst. Principal

Annual School Health Report
September 1998-June 1999

Physicals:

Height and Weights	570
Vision Screening	565
Hearing Screening	580 (including repeat checks)

Communicable Diseases:

Chicken Pox	7
Conjunctivitis	5
Fifth's Disease	2
Mononucleosis	0
Head Lice	12 (including reinfestation)
Strep Throat	65
Scarlet Fever	4
Scabies	1
Staph/Strep Skin Infections	1
Ring Worm	1

Respectfully submitted,



Susan G Seabrook, RN
GMS School Nurse

Litchfield Middle School

19 McELWAIN DRIVE
LITCHFIELD, NEW HAMPSHIRE 03052-2328

MARTIN SCHLICHTER
PRINCIPAL

TELEPHONE
424-2133
FAX
424-1296

ANNUAL SCHOOL HEALTH REPORT (September 1998 - June 1999)

Physicals

Height & Weight	510
Vision Screening	510
Scoliosis Screening	510
Audiometer	510

Communicable Diseases

Chicken Pox	0
Conjunctivitis	5
Fifth's Disease	0
Mononucleosis	2
Pediculosis	4
Strep Throat	17
Scabies	3

<u>Visits to the Nurse's Office</u>	<u>3769</u>
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Respectfully submitted,

Barbara Rowe, R.N., B.S.
School Nurse

LITCHFIELD SCHOOL DISTRICT

ENROLLMENT PROJECTIONS ELEMENTARY/MIDDLE SCHOOL

Grade	Enrolled October 1, 1999	Projected September 2000
1	136	131
2	130	138
3	151	132
4	141	151
5	125	136
6	126	121
7	111	129
8	129	108
Total	1,049	1,046

ENROLLMENT PROJECTIONS HIGH SCHOOL

Grade	Enrolled October 1, 1999	Projected September 2000	
9	94	107	Campbell H.S.
10	74	89	Campbell H.S.
11	91	75	Alvirne H.S.
12	88	87	Alvirne H.S.
Total	347	358	
Combined Totals	1,396	1,404	

Distribution of Central Office Salaries

1999-2000

Superintendent of Schools

<u>District</u>	<u>District Percentage</u>	<u>District Share</u>
Hudson	80	65,600.00
Litchfield	20	<u>16,400.00</u>
		82,000.00

Assistant Superintendent for Curriculum and Administration

<u>District</u>	<u>District Percentage</u>	<u>District Share</u>
Hudson	80	56,774.00
Litchfield	20	<u>14,193.00</u>
		70,967.00

Assistant Superintendent for School Resources

<u>District</u>	<u>District Percentage</u>	<u>District Share</u>
Hudson	80	52,000.00
Litchfield	20	<u>13,000.00</u>
		65,000.00

Director of Special Services

<u>District</u>	<u>District Percentage</u>	<u>District Share</u>
Hudson	80	39,877.00
Litchfield	20	<u>9,969.00</u>
		49,846.00

LITCHFIELD

VOTING WARRANT

March 14, 2000

The State of New Hampshire

To the inhabitants of the School District of the Town of Litchfield in the County of Hillsborough and the State of New Hampshire, qualified to vote upon district affairs:

YOU ARE HEREBY NOTIFIED TO MEET AT THE LITCHFIELD MIDDLE SCHOOL IN SAID DISTRICT ON TUESDAY, THE 14TH DAY OF MARCH, 2000, AT 7:00 O'CLOCK IN THE FORENOON TO ACT UPON THE FOLLOWING QUESTIONS:

1. To choose a Moderator for the ensuing year.
2. To choose a Clerk for the ensuing year.
3. To choose a Member of the School Board for the ensuing three years.
4. To choose a Member of the School Board for the ensuing three years.
5. To choose a Treasurer for the ensuing year.

POLLS WILL BE OPEN FROM 7:00 A.M. AND WILL CLOSE NO EARLIER THAN 7:00 P.M.

GIVEN UNDER OUR HANDS AT SAID LITCHFIELD THIS 21st DAY OF JANUARY 2000.

Richard Lascelles
Cynthia Couture
Donna Straight
Laurie Ortolano
Laura Ferrari
School Board

**LITCHFIELD
SCHOOL DISTRICT WARRANT
February 11, 2000
The State of New Hampshire**

To the inhabitants of the School District of Litchfield, New Hampshire qualified to vote in district affairs; you are hereby notified to meet in the Litchfield Middle School in said district on the 11th day of February, 2000, at 7 PM for the first session of the annual school district meeting, to deliberate on the following subjects and to meet again at the Litchfield Middle School in said district on Tuesday, March 14, 2000 between the hours of 7:00 a.m. and 7:00 p.m. for the second session of the annual school district meeting to vote by official ballot upon the following subjects:

ARTICLE 1

Shall the Litchfield School District raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote of the first session, for the purposes set forth herein, totaling \$11,844,859? Should this Article be defeated, the operating budget shall be \$11,040,979 which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law, or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

**Recommended by the School Board
Recommended by the Budget Committee**

ARTICLE 2

Shall the Litchfield School District vote to raise and appropriate the amount of \$69,066 which includes salary and benefits for the purpose of hiring an Assistant Principal for the Litchfield Middle School? This position has been requested to assist in the overall school management of the Litchfield Middle School, and is critical to the functioning of the school, particularly in the areas of curriculum development and staff evaluation.

**Recommended by the School Board
Recommended by the Budget Committee**

ARTICLE 3

Shall the Litchfield School District vote to raise and appropriate the amount of \$49,651 which includes salary and benefits for the purpose of hiring a Reading Specialist for the Litchfield Middle School? This position has been requested to assist students with reading difficulties at the Litchfield Middle School.

**Recommended by the School Board
Recommended by the Budget Committee**

ARTICLE 4

Shall the Litchfield School District vote to raise and appropriate the amount of \$35,360 which includes salary and benefits for the purpose of hiring a full-time administrative assistant for the special education department at the Litchfield School District? This position is part of the Special Education reorganization plan where services have been moved from the School Administrative Unit #27 budget into the Litchfield and Hudson school district budgets.

**Recommended by the School Board
Recommended by the Budget Committee**

ARTICLE 5

Shall the Litchfield School District vote to raise and appropriate the amount of \$12,500 which includes salary and benefits for the purpose of hiring a paraprofessional for the fifth grade classes at the Litchfield Middle School? This paraprofessional has been requested to assist with the large class sizes, which currently would be 28.4 students to each teacher, that are anticipated for the 2000-2001 school year.

**Recommended by the School Board
Recommended by the Budget Committee**

ARTICLE 6

Shall the Litchfield School District vote to raise and appropriate the sum of \$125,582, for the purpose of construction and opening Campbell High School and authorize the transfer/use of that amount from the June 30 fund balance for this purpose. (This amount is equivalent to the interest earned on bond proceeds transferred to the general fund on or before June 30, 2000.)

**Recommended by the School Board
Recommended by the Budget Committee**

**GIVEN UNDER OUR HANDS AT SAID LITCHFIELD THIS 21st
DAY OF JANUARY 2000.**

Richard W. Lascelles
Cynthia A. Couture
Laura K. Ferrari
Laurie A. Ortolano
Donna F. Straight

STATE OF NEW HAMPSHIRE
DEPARTMENT OF REVENUE ADMINISTRATION
MUNICIPAL SERVICES DIVISION
P.O. BOX 487, CONCORD, NH 03302-0487
(603)271-3397

SCHOOL BUDGET FORM

BUDGET FORM FOR SCHOOL DISTRICTS WHICH HAVE ADOPTED
THE PROVISIONS OF RSA 32:14 THROUGH 32:24

LITCHFIELD

Appropriations and Estimates of Revenue for the Fiscal Year From July 1, 2000 to June 30, 2001 _____

IMPORTANT:

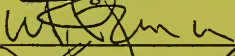
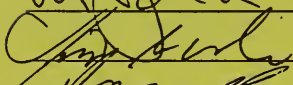
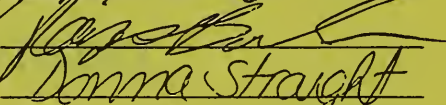
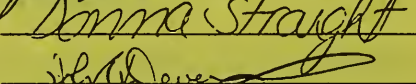


Please read RSA 32:5 applicable to all municipalities.

1. Use this form to list ALL APPROPRIATIONS in the appropriate recommended and not recommended area. This means the operating budget and all special and individual warrant articles must be posted.
2. Hold at least one public hearing on this budget.
3. When completed, a copy of the budget must be posted with the warrant. Another copy must be placed on file with the school clerk, and a copy sent to the Department of Revenue Administration at the above address.

BUDGET COMMITTEE

Please sign in ink.

DATE: 1/13/2000

THIS BUDGET SHALL BE POSTED WITH THE SCHOOL WARRANT

1 2 3 4 5 6 7 8 9

PURPOSE OF APPROPRIATION WARR.

Expenditures for Year 7/1/98

Appropriations Prior Year As

SCHOOL BOARD'S APPROPRIATIONS

BUDGET COMMITTEE'S APPROP.

Acct.# (RS \ 32:3,V) ART.# Approved by DRA RECOMMENDED NOT RECOMMENDED ENSURING FISCAL YEAR RECOMMENDED NOT RECOMMENDED

INSTRUCTION (1000-1999)

1100-1199	Regular Programs	\$ 4,681,840.00	\$ 5,409,753.00	\$ 5,091,758.00	\$ 4,999,029.00	\$ 92,729.00
1200-1299	Special Programs	\$ 802,636.00	\$ 1,083,674.00	\$ 1,183,294.00	\$ 1,181,141.00	\$ 2,153.00
1300-1399	Vocational Programs	\$ -	\$ -	\$ -	\$ -	\$ -
1400-1499	Other Programs	\$ 19,910.00	\$ 21,060.00	\$ 142,553.00	\$ 138,266.00	\$ 4,287.00
1500-1599	Non-Public Programs	\$ -	\$ -	\$ -	\$ -	\$ -
1600-1899	Adult & Community Programs	\$ -	\$ -	\$ -	\$ -	\$ -

SUPPORT SERVICES (2000-2999)

2000-2199	Student Support Services	\$ 302,916.00	\$ 442,569.00	\$ 562,046.00	\$ 561,346.00	\$ 700.00
2200-2299	Instructional Staff Services	\$ 106,312.00	\$ 210,216.00	\$ 648,947.00	\$ 620,447.00	\$ 28,500.00

General Administration

2310-840	School Board Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
2310-2319	Other School Board	\$ 52,014.00	\$ 31,047.00	\$ 38,107.00	\$ 32,907.00	\$ 5,200.00

Executive Administration

2320-310	SAU Management Services	\$ 157,350.00	\$ 173,113.00	\$ 167,305.00	\$ 167,305.00	\$ -
2320-2399	All Other Executive	\$ -	\$ -	\$ 42,691.00	\$ 6,831.00	\$ 35,860.00
2400-2499	School Administration Service	\$ 290,496.00	\$ 583,985.00	\$ 608,213.00	\$ 608,213.00	\$ -
2500-2599	Business	\$ -	\$ 1,500.00	\$ -	\$ -	\$ -
2600-2699	Operation & Maintenance of Plant	\$ 649,181.00	\$ 673,677.00	\$ 962,796.00	\$ 935,207.00	\$ 27,589.00
2700-2799	Student Transportation	\$ 376,411.00	\$ 418,480.00	\$ 446,033.00	\$ 443,333.00	\$ 2,700.00
2800-2999	Other support Service	\$ 771,155.00	\$ -	\$ -	\$ -	\$ -
3000-3999	NON-INSTRUCTIONAL SERVICES	\$ 262.00	\$ 661.00	\$ 861.00	\$ 646.00	\$ 215.00
4000-4999	FACILITIES ACQUISITIONS & CONSTRUCTION	\$ 627,365.00	\$ 11,686,000.00	\$ -	\$ -	\$ -

OTHER OUTLAYS (5000-5999)

5110	Debt Service - Principal	\$ 502,000.00	\$ 502,000.00	\$ 1,281,067.00	\$ 1,281,067.00	\$ -
5120	Debt Service - Interest	\$ 130,338.00	\$ 677,272.00	\$ 666,121.00	\$ 666,121.00	\$ -

1	2	3	4	5	6	7	8	9
Acct.#	PURPOSE OF APPROPRIATION WARR. (RSA 32:3,V)	ART.#	Expenditures for Year 7/1/98 to 6/30/99	Appropriations Prior Year As Approved by DRA	SCHOOL BOARD'S APPROPRIATIONS ENSUING FISCAL YEAR RECOMMENDED	NOT RECOMMENDED	BUDGET COMMITTEE'S APPROP. ENSUING FISCAL YEAR RECOMMENDED	NOT RECOMMENDED

FUND TRANSFERS

5220-5221	To Food Service		\$ 188,497.00	\$ 144,000.00	\$ 164,000.00		\$ 164,000.00	
5222-5229	To Other Special Revenue		\$ 31,806.00	\$ 39,000.00	\$ 39,000.00		\$ 39,000.00	
5230-5239	To Capital Projects							
5251	To Capital Reserves							
5252	To Expendable Trust (*see below)							
5253	To Non-Expendable Trusts							
5254	To Agency Funds							
5300-5399	Intergovernmental Agency Alloc.							
	SUPPLEMENTAL							
	DEFICIT							
	SUBTOTAL 1		\$9,690,489.00	\$22,098,007.00	\$12,044,792.00		\$11,844,859.00	\$199,933.00

SD-48

PLEASE PROVIDE FURTHER DETAIL:

* Amount of line 5252 which is for Health Maintenance Trust \$ (see RSA 198:20-c, V)

Help! We ask your assistance in the following: If you have a line item of appropriations from more than one warrant article, please use the space below to identify the make-up of the line total for the ensuing year.

***SPECIAL WARRANT ARTICLES**

Special warrant articles are defined in RSA 32:3, VI, as appropriations 1) in petitioned warrant articles; 2) appropriations raised by bonds or notes; 3) appropriations to a separate fund created pursuant to law, such as capital reserve funds or trust funds; 4) an appropriation designated on the warrant as a special article or as a nonlapsing or nontransferable article.

1		2	3	4	5	6	7	8	9
PURPOSE OF APPROPRIATION		Expenditures for Year 7/1/___	Appropriations Prior Year As	SCHOOL BOARD'S APPROPRIATIONS	BUDGET COMMITTEE'S APPROP.		BUDGET COMMITTEE'S APPROP.		
Acct.#	(RSA 32:3,V)	to 6/30/___	Approved by DRA	WARR. ENSUING FISCAL YEAR	NOT RECOMMENDED	RECOMMENDED	NOT RECOMMENDED	RECOMMENDED	NOT RECOMMENDED
2410	Assist Principal			2	\$	69,066.00		\$	69,066.00
1100	Reading Specialist			3	\$	49,651.00		\$	49,651.00
1200	Spec Ed Admin Assist			4	\$	35,360.00		\$	35,360.00
1100	Paraprofessional			5	\$	12,500.00		\$	12,500.00
4000	Expend Int. (High Sch)			6	\$	125,582.00		\$	125,582.00
SUBTOTAL 2 RECOMMENDED		XXXXXXXXXX	XXXXXXXXXX	XXXX	\$	292,119.00	XXXXXXXXXX	\$	292,159.00
									XXXXXXXXXX

***INDIVIDUAL WARRANT ARTICLES**

Individual" warrant articles are not necessarily the same as "special warrant articles". Examples of individual warrant articles might be: 1) Negotiated cost items for labor agreements; 2) Contingency appropriations; 3) Supplemental appropriations for the current year for which funding is already available; or 4) Deficit appropriations for the current year which must be funded through taxation.

1		2	3	4	5	6	7	8	9
PURPOSE OF APPROPRIATION		Expenditures for Year 7/1/___	Appropriations Prior Year As	SCHOOL BOARD'S APPROPRIATIONS	BUDGET COMMITTEE'S APPROP.		BUDGET COMMITTEE'S APPROP.		
Acct.#	(RSA 32:3,V)	to 6/30/___	Approved by DRA	WARR. ENSUING FISCAL YEAR	NOT RECOMMENDED	RECOMMENDED	NOT RECOMMENDED	RECOMMENDED	NOT RECOMMENDED
SUBTOTAL 3 RECOMMENDED		XXXXXXXXXX	XXXXXXXXXX	XXXX			XXXXXXXXXX		XXXXXXXXXX

1	2	3	4	5	6
Acct.#	SOURCE OF REVENUE	WARR ART.#	Actual Revenues Prior Year 98/99	Revised Revenues Current Year 99/00	ESTIMATED REVENUES ENSUING FISCAL YEAR 00/01
REVENUE FROM LOCAL SOURCES			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
1300-1349	Tuition		\$ 31,428.00		
1400-1449	Transportation Fees		\$ 10,604.00	\$ 11,000.00	\$ 11,000.00
1500-1599	Earnings on Investments		\$ 16,449.00	\$ 35,000.00	\$ 40,000.00
1600-1699	Food Service Sales		\$ 163,820.00	\$ 120,000.00	\$ 180,000.00
1700-1799	Student Activities				
1800-1899	Community Services Activities				
1900-1999	Other Local Sources		\$ 310,199.00		
REVENUE FROM STATE SOURCES			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3210	School Building Aid		\$ 153,001.00	\$ 328,027.00	\$ 474,300.00
3220	Kindergarten Aid				
3230	Catastrophic Aid		\$ 76,174.00	\$ 95,719.00	\$ 90,000.00
3240-3249	Vocational Aid				
3250	Adult Education				
3260	Child Nutrition				
3270	Driver Education				
3290-3299	Other State Sources (Foundation Aid)		\$ 502,611.00		
REVENUE FROM FEDERAL SOURCES			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4100-4539	Federal Program Grants				
4540	Vocational Education				
4550	Adult Education				
4560	Child Nutrition		\$ 24,677.00	\$ 24,000.00	\$ 36,000.00
4570	Disabilities Programs		\$ 31,806.00	\$ 34,000.00	\$ 34,000.00
4580	Medicaid Distribution		\$ 22,565.00	\$ 50,000.00	\$ 85,000.00
4590-4999	Other Federal Sources (except 4810)			\$ 5,000.00	\$ 6,000.00
4810	Federal Forest Reserve				
OTHER FINANCING SOURCES			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
5110-5139	Sale of Bonds or Notes			\$ 11,686,000.00	
5221	Transfer from Food Service-Spec.Rev.Fund				
5222	Transfer from Other Special Revenue Funds				
5230	Transfer from Capital Project Funds				\$ 125,582.00
5251	Transfer from Capital Reserve Funds				

1	2	3	4	5	6
Acct.#	SOURCE OF REVENUE	WARR. ART.#	Actual Revenues Prior Year	Revised Revenues Current Year	ESTIMATED REVENUES ENSUING FISCAL YEAR
OTHER FINANCING SOURCES CONT.		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
5252	Transfer from Expendable Trust Funds				
5253	Transfer from Non-Expendable Trust Funds				
5300-5699	Other Financing Sources				
	This Section for Calculation of RAN's (Reimbursement Anticipation Notes) Per RSA 198:20-D For Adequacy Grant Borrowing RAN, Revenue This FY _____ less RAN, Revenue Last FY _____ =Net RAN				
5140	This Section for Calculation of RAN's (Reimbursement Anticipation Notes) Per RSA 198:20-D for Catastrophic Aid Borrowing RAN, Revenue This FY _____ less RAN, Revenue Last FY _____ =NET RAN				
Supplemental Appropriation (Contra)					
Voted From Fund Balance					
Fund Balance to Reduce Taxes			\$ 137,393.00	\$ 98,267.00	\$ 60,000.00
Total Estimated Revenue & Credits			\$ 1,480,727.00	\$ 12,487,013.00	\$ 1,141,882.00

****BUDGET SUMMARY****

	School Board's Recommended Budget	Budget Committee's Recommended Budget
SUBTOTAL 1 Appropriations Recommended (from page 3)	\$ 12,044,792.00	\$ 11,844,859.00
SUBTOTAL 2 Special Warrant Articles Recommended (from page 4)	\$ 292,159.00	\$ 292,159.00
SUBTOTAL 3 "Individual" Warrant Articles Recommended (from page 4)		
TOTAL Appropriations Recommended	\$ 12,336,951.00	\$ 12,137,018.00
Less: Amount of Estimated Revenues & Credits (from above)	\$ 1,141,882.00	\$ 1,141,882.00
Less: Amount of Cost of Adequate Education (State Tax/Grant) *	\$ 3,550,701.00	\$ 3,550,701.00
Estimated Amount of Local Taxes to be Raised For Education	\$ 7,644,368.00	\$ 7,444,435.00

*Note: You will also be required to pay a State Education Tax RSA 76:3 and you may be required to pay an additional excess education tax in the amount of \$_____.

REVISED 2/11/00

Description	Function	1997-98 Expenditures Net of Refunds	1998-99 Expenditures Net of Refunds
Expenditures related to Special Education:			
Special Instruction	1200	\$627,027	\$802,634
Psychological Services	2140	\$57,141	\$40,913
Speech Services	2150	\$79,946	\$107,099
Other Pupil Services	2190	\$3,496	\$3,644
SAU 27 Special Education Services	2320	\$20,990	\$21,620
Special Services Administration	2330	\$0	\$0
Pupil Transportation (Special Education)	2752	\$100,344	\$105,775
Other Expenditures (Federal Projects)			
IDEA		\$56,529	\$65,595
Sliver Grant		\$0	\$32,337
Total Expenditures, Special Education		\$945,473	\$1,179,617

Revenues Related to Special Education:			
Pre-School Tuition		\$4,020	\$7,525
Catastrophic Aid		\$92,426	\$76,174
Medicaid Reimbursement		\$44,257	\$22,565
Federal Grants		\$56,529	\$97,932
Total Revenue, Special Education		\$197,232	\$204,196

Net Cost of Special Education	\$748,241	\$975,421
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HUDSON/LITCHFIELD SCHOOL DISTRICT
SCHOOL CALENDAR
1999-2000

FINAL 4/12/99

	MON	TUE	WED	THU	FRI
SEPTEMBER			TW	TW	X
	X	7	8	9	10
18	13	14	15	16	17
	20	21	22	23	24
	27	28	29	30	
OCTOBER					1
	4	5	6	7	8
20	TW	12	13	14	15
	18	19	20	21	22
	25	26	27	28	29
NOVEMBER	1	2	3	4	5
	8	9	10	X	12
18	15	16	17	18	19
	22	23	TW	X	X
	29	30			
DECEMBER			1	2	3
	6	7	8	9	10
17	13	14	15	16	17
	20	21	22	23	X
	X	X	X	X	X
JANUARY	3	4	5	6	7
	10	11	12	13	14
20	X	18	19	20	21
	24	25	26	27	28
	31				

SEPT THRU JAN - 93 DAYS

LEGEND

September 1,2	--Inservice Days
September 6	--Labor Day
September 7	--First Day of School
October 11	--Inservice Day
November 11	--Veterans Day
November 24	--Inservice Day
November 25,26	--Thanksgiving Recess
December 24 - January 2	--Holiday Recess
January 17	--Civil Rights Day
February 21	--Inservice Day
February 28-March 3	--Winter Recess
April 24-28	--Spring Recess
May 29	--Memorial Day
June --	--Graduation
June 16	--180th Day for Students

	MON	TUE	WED	THU	FRI
FEBRUARY		1	2	3	4
	7	8	9	10	11
18	14	15	16	17	18
	TW	22	23	24	25
	X	X			
MARCH			X	X	X
	6	7	8	9	10
20	13	14	15	16	17
	20	21	22	23	24
	27	28	29	30	31
APRIL	3	4	5	6	7
	10	11	12	13	14
15	17	18	19	20	21
	X	X	X	X	X
MAY	1	2	3	4	5
	8	9	10	11	12
22	15	16	17	18	19
	22	23	24	25	26
	X	30	31		
JUNE				1	2
	5	6	7	8	9
12	12	13	14	15	16
	19	20	21	22	23
	26	27	28	29	30

FEB THRU JUNE - 87 DAYS

JULY	3	4	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28
	31				
AUGUST		1	2	3	4
	7	8	9	10	11
	14	15	16	17	18
	21	22	23	24	25
	28	29	30	31	

SNOW DAYS WILL BE MADE UP AT
END OF SCHOOL YEAR (JUNE)

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